

# **NATIONAL CAREER DEVELOPMENT GUIDELINES FOR GUIDANCE**

Understanding of the influence of a positive self-concept.

Skills to interact positively with others.

Understanding the impact of growth and development.

Understanding the relationship between educational achievement and career planning.

Understanding the need for positive attitudes toward work and learning.

Skills to located, evaluate, and interpret career information.

Skills to prepare to seek, obtain, maintain, and change jobs.

Understanding how societal needs and functions influence the nature and structure of work.

Skills to make decisions.

Understanding the interrelationship of life roles.

Understanding the continuous changes in male/female roles.

Skills in career planning.



## Guidance

GUI01002

SELF-ESTEEM AND PEER PRESSURE. [01/01/94].

Note: A shaky self-image is a common trait of teenage life. Peer pressure often challenges teenagers to do what they'd prefer not to do. Many teenagers cope with stress, depression, and sometimes, thoughts of suicide as they struggle to establish an identity. Run time is 1 hour.

GUI01004

BARBARA CHRISTESEN. LEARNING ABOUT HONESTY. SUNBURST COMMUNICATIONS, [1998].

Note: Learning about honesty helps children begin to understand how to tell the difference between right and wrong, and decide what is the honest thing to do in a puzzling situation. The program helps children to understand dishonest behavior and how it can damage their own feelings of self-worth, make them feel guilty, and even cause harm to others. Run time 18 mins.

GUI01005

THE 4TH "R" RESPONSIBILITY. SUNBURST COMMUNICATIONS, [1998].

Note: This video presents students with the opportunity to explore believable dilemmas where teen characters are confronted with a question of responsibility. The issues in the four vignettes range from avoiding a school's requirement for community service, to drinking and driving, to repaying a debt, to betraying a friend's confidence about being hit by her boyfriend. Each vignette ends with the main character having to grapple with making a difficult choice. Discussion questions encourage the viewer to think about the best option in each situation by focusing on the nature of one's responsibility of one-self, others and society in general.

GUI01006

ACCEPTING RESPONSIBILITY: CONFESSIONS OF A FORMERLY IRRESPONSIBLE JUNIOR. Bloomington IL: Meridian Education Corporation, [1995].

Note: This video will help students identify irresponsible behavior and understand the negative consequences of acting irresponsibly. Students will also be able to recognize the payoffs for being more responsible and learn how to develop a personal responsibility action plan. Run time 20 mins.

GUI01007

CREATING SELF-ESTEEM AND SELF-CONFIDENCE. Huntsville TX: Educational Video

Network, [1998]. Note: This video outlines simple strategies to improve one's feeling of self

- worth. Students will learn that confidence is not an inherited trait. The power of positive thoughts and how goal setting can improve a person's self
- image is also discussed. Run time is 13 minutes.

GUI01008

THE MAGIC GLASSES. San Diego CA: The Media Guild.

Note: This video takes an eye-opening look at stereotypes about the physically challenged and the attitudes they encounter daily. Viewers will hear children with many different kinds of disabilities speaking honestly about life experiences. Run time is 23 minutes.

GUI01016

ATTITUDE ALERT. Meridian, [2000].

Note: Having a negative attitude is like being in a bad mood that never ends.

We all know them, the people who complain, they rain on our good ideas or plans, and generally spread gloom and doom wherever they go. Often the seeds of a negative attitude problem are sown in the early years. The sooner youngsters realize that bad feelings about themselves and others cause them to create negative behaviors, the sooner they can lead more positive lives. "Attitude Alert" offers a way to start a discussion about identifying and changing negative attitudes. Run time is 14 minutes.

GUI01017

THE SPOTLIGHT IS ON YOU. [01/01/95].

Note: This video focuses on three concepts: everyone occasionally feels uncomfortable or self-conscious, particularly in a situation where someone else is judging skills or performance; there are many aspects of personal appearance which can have a direct bearing on your self-confidence; and personal attractiveness is a desire of everyone. An instructor's guide is included. Run time is 14 minutes.

GUI01018

KNOW YOURSELF: THE SECRET OF SELF-ESTEEM. [01/01/96].

Note: What kind of person are you? What type of people do you get along with the most easily? What subjects or work are you most comfortable with? This program helps students identify their personality type and find their own answers to these questions. Stressing that no type is right or wrong, just different, helps students see how understanding their own and other personality types can help them get along better with others and make the right decisions in their lives. An instructor's guide included. Run time 23 minutes.

GUI01019

HOW TO DEVELOP SELF CONFIDENCE. Guidance Associates Video.

Note: This video aids the viewer in various tactics to build self confidence in themselves as well as others.

#### GUI01020

SELF ESTEEM. Note: This is the fifth set of tapes in volume two of the Video Journal Series. It addresses self-esteem using the practices of Dr. Frank V. Alessi. The Pillars strategy is presented as a blueprint for fostering the conditions conducive to healthy self-esteem. It also provides guidelines to help in understanding the role of praise, achievement, and perceptions as they influence a person's self-image. Run time is 30 minutes per tape.

#### GUI01021

VALUES AND ETHICS FOR YOUNG ADULTS: JUMP START YOUR FUTURE--YOUR VALUES.

Note: Values and why they are important to each person are explained in this program. An exercise helps viewers to determine their values and a case study reinforces the discussion. Run time is 24 minutes. (1994)

#### GUI01022

VALUES AND ETHICS FOR YOUNG ADULTS: THE GOOD LIFE OR BAD STRIFE--YOUR CONSCIENCE. [01/01/94].

Note: This program disputes the ability of conscience to control behavior under all emotional pressures in every circumstance. Two case studies are given to reinforce learning. Run time is 23 minutes.

#### GUI01023

VALUES AND ETHICS FOR YOUNG ADULTS: GOOD GOALS OR DEEP HOLES--MAJOR ISSUES OF LIFE. [01/01/94].

Note: This program offers some practical suggestions for how young people can examine their ethics, values and conscience to make positive choices throughout their lives. Run time is 21 minutes.

#### GUI01024

SCHOOL-TO-CAREER CONNECTION - Elementary School. Careerware, [2000].

Note: In this package you will find elementary career development activities that provide students and parents with an enjoyable introduction to the world of work. The lesson plan activities are intended for use with students in kindergarten through fifth grade. Over 100 jobs and 20 Jobland work-environment sites stimulate student interest and active participation in the career exploration process. The intent of Paws in Jobland is to provide career solutions through engaging activities that focus on self-knowledge, exploration, and planning. The activities at this level serve as the foundation for students to build on their middle and high school years. Parent involvement activities offer creative ways for the students to enhance their classroom experiences. 2000.

#### GUI02007

ADVENTURES IN ODYSSEY: ONCE UPON AN AVALANCHE. [01/01/94].

Note: It's thrills, spills and ch-ch-chills when a lightning-speed, branch-breaking toboggan ride lands Dylan Taylor, his new friend Carter, and his

little sister Jesse at the bottom of Avalanche Canyon. Will their cries for help cause a thunderous snow slide of catastrophic proportions? This animated video is full of action and is a heart warming reminder of the importance of kindness and brotherly love. A discussion guide is included. Run time is 30 minutes.

#### GUI02009

WHATEVER HAPPENED TO THE BRADY BUNCH: FAMILY RELATIONS. [01/01/94].

Note: Family relationships sometimes get rocky for teenagers. As teens grow older, they find their relationships with parents, brothers, and sisters changing, and larger family issues, such as divorce, can create special challenges. Run time is 1 hour.

#### GUI02010

AIN'T GOT NO RESPECT. [01/01/94].

Note: Racism, sexual harassment, sexism, and self-respect are important issues to teenagers. Teen panelists share their views in this one hour program.

#### GUI02013

NO FAIR! [01/01/96].

Note: This program helps the youngest students understand that fairness sometimes involves following rules and sometimes means reaching a compromise with others. Through story and song, it shows viewers that the way to make things fair for everyone is to respect the rights of others while standing up for your own rights. A teacher's guide, 8 student worksheets, and an audio tape is included. Run time is 12 minutes.

#### GUI02014

STOP TEASING ME! [01/01/96].

Note: This program helps the youngest students understand how teasing affects other people's feelings. Using a lively music video, a spaceman narrator, and a robot who speaks in rhymes, this program makes it clear that "teasing isn't fun -- not for anyone!" The program emphasizes that no one likes a teaser or being teased and shows viewers that they can make amends for teasing by doing something nice for the person they teased. A teacher's guide, student worksheets, and an audio tape included. Run time 13 minutes.

#### GUI02015

USE YOUR WORDS! [01/01/96].

Note: When children fail to get their way, their initial response often is to sulk, cry, or explode in anger. In this music video featuring a spaceman narrator and a robot who speaks in rhymes, students learn that when they "use their words" to explain their feelings or describe their needs, they will be much more likely to resolve their problems and get what they want. A teacher's guide and student worksheets included. Run time 14 mins.

#### GUI02016

SAY PLEASE! [01/01/96].

Note: This video teaches the youngest students the "why" behind good manners through a humorous narrative of lively rhymes about a little girl who has everything -- except manners. The program makes it clear that "a world without manners is no place to be." It describes the magical effect of saying "please" and "thank you" and helps viewers to understand that the key to good manners is to treat everyone the way they themselves want to be treated. A teacher's guide and worksheets included. Run time is 14 minutes.

GUI02017

I'M SO FRUSTRATED! [01/01/96].

Note: With the help of scenarios young viewers can easily relate to, catchy song lyrics, and a clown narrator, this program offers easy-to-learn strategies students can use to solve their problems without resorting to inappropriate or destructive behavior. A teacher's guide, student worksheets, and an audio tape are included. Run time is 20 minutes. 1996

GUI02018

EVERYONE MAKES MISTAKES! [01/01/96].

Note: Using an example of a young boy who forgets to do something and fears what will happen when his mother finds out, this program makes it clear that it's all right to seek help to correct a mistake, that some mistakes can't be fixed, but also that you can usually learn from a mistake and try again. A teacher's guide and worksheets are included. Run time 16 minutes.

GUI02019

I KNOW HOW TO LISTEN. [01/01/96].

Note: This video program uses rhymes, songs and games to demonstrate active listening and identify the verbal clues that good listeners need to be alert to. A teacher's guide, student worksheets, and an audio tape are included. Run time is 15 minutes.

GUI02025

ROBIN BOSSERT. I'M TELLING! A TATTLER'S TALE. SUNBURST COMMUNICATIONS, [1996].

Note: This video helps students understand that tattling does not solve problems, and often causes greater problems. It presents alternative methods of dealing with a problem, rather than tattling and understanding that there are certain situations where telling is the right thing to do. Run time is 15 minutes.

GUI02026

NO MORE TEASING! SUNBURST COMMUNICATIONS, [1995].

Note: This video provides children with the essential tools for understanding and dealing with teasing. The video explains how teasing affects its victims, reasons people tease, and illustrates techniques for deflecting and defusing teasing. Finally, and very importantly, the program identifies "victim" traits that draw teasers, illustrates how to alter those traits, and provides role-play practice in responding to different teasing

situations with strength and confidence. Run time is 18 minutes.

GUI02029

COMMUNICATING IN THE WORKPLACE: SENDER AND RECEIVER SKILLS. BERGWALL,

Note: This video examines a communications model and defines interference and details good sender and receiver skills. Run time is 23 minutes. 1996

GUI02030

COMMUNICATING IN THE WORKPLACE: EXPECTATIONS AND EVALUATIONS. BERGWALL,

Note: This video explains how knowing what is expected of you will assist you in communicating. It also describes steps of an evaluation process. Run time is 21 minutes. 1996

GUI02031

COMMUNICATING IN THE WORKPLACE: UNDERSTANDING AND USING NETWORKS. BERGWALL, [1996].

Note: This video introduces four common communication networks and emphasizes important skills for communicating with co-workers through these networks. Run time is 20 minutes.

GUI02032

COMMUNICATING IN THE WORKPLACE: SUCCEEDING WITH YOUR SUPERVISOR. BERGWALL, [1996].

Note: This video explores skills used with supervisors in the official and functional networks, defines open and closed supervisors, and underscores the power of non-verbal communication. Run time is 18 minutes.

GUI02033

UNCOMMON COURTESY. [1995].

Note: Students learn to define and identify the rules of common courtesy such as politeness, taking turns, sharing, saying "please" and "thank you", and respecting the privacy and belongings of others. Run time is 15 minutes.

GUI02034

I WAS JUST KIDDING! [1995].

Note: Students will observe and learn the keys for respecting the feelings of others; being sensitive and careful about the words said to others; and respecting the appearance and features of others. Run time is 15 minutes.

GUI02035

YOU'RE RIGHT AND SO AM I! [1995].

Note: In this program students will observe and learn practical ways for giving due respect to parents, teachers and other authority figures. Students will also learn simple strategies for respecting their own property as well as the property of others, including school property. Run time is 15 minutes.

GUI02036

RESPECT FOR PROPERTY AND AUTHORITY. [1995].

Note: In this program students will observe and learn practical ways for giving due respect to parents, teachers and other authority figures. Students will also learn simple strategies for respecting their own property as well as the property of others, including school property. Run time is 15 minutes.

GUI02037

NICE THINGS KIDS CAN DO. SECOND EDITION. [1996].

Note: This video is a dramatized and "acted out" presentation about conflict resolution. Clarence and Clacker Duck and three real-life children dramatize everyday situations involving conflicts and demonstrate various ways to solve them. Run time is 11 minutes.

GUI02038

WHAT YOU SAY IS WHAT YOU GET. 2ND EDITION. Niles, IL: UNITED LEARNING INC,

Note: In this video students will learn, along with Jakey, Gramps, and crew, the powerful impact of negative and positive words and all about having the right tone of voice. Kids discover that many conflicts can be avoided by saying nice things in a nice way. Run time is 13 minutes. 1996

GUI02039

HOW FIGHTS START AND STOP. 2nd Edition. Niles IL: United Learning Inc, [1996].

Note: In this video Clarence and Clacker Duck and friends show students how to get into and out of conflict situations. Students learn how to manage anger and disagreement and work toward making peace in conflict situations. Run time is 12 minutes.

GUI02040

MAKING AND KEEPING FRIENDS. 2nd Edition. Niles, IL: United Learning Inc, [1996].

Note: In this video students learn the keys to making new friends and keeping old ones. Jakey, Gramps, GooGoo, Mr. Gorilla, and some real-life children discover that friendships are something we must work at and should never be taken for granted. Run time is 11 minutes.

GUI02041

ROAD RAGE...HAVOC ON THE HIGHWAY. Bloomington IL: Meridian Education Corporation.

Note: This video looks at the reasons behind road rage, giving examples of aggressive driving and how drivers can protect themselves. Run time 22 mins. 1998

GUI02042

HURTING WITH WORDS : UNDERSTANDING EMOTIONAL VIOLENCE AND ABUSE. Human Relations Media, [1997].

Note: This video explores situations when the words chosen are intended to hurt someone. It offers a simple solution: the need to consciously make an effort not to use words that hurt. Run time is 28 minutes.

GUI02043

ARE YOU LISTENING? CREATIVE EDUCATIONAL VIDEO.

Note: This video focuses on the ability to effectively communicate with family



members, peers, and work associates. At the conclusion of the program, students have an opportunity to participate in a decision-making case study that integrates the communication techniques discussed throughout the program. Run time is 41 minutes.

#### GUI02044

##### PEACE TALKS: RESOLVING CONFLICTS VOLUME 2.

Note: Peace Talks educates kids about violence in our society, the risks they face every day, and the positive choices they can make to stay safe. Peace Talks prevents violence by teaching kids how to avoid dangerous situations, handle their own emotions, and use conflict resolution skills. Peace Talks empowers teens to learn how to get along with others. This video features Michael Pritchard, who is a humorist, actor, youth activist, former probation officer, and PBS host.

#### GUI02045

##### PEACE TALKS: MANAGING YOUR ANGER. Heart Land Media, [1997].

Note: Peace Talks educates kids about violence in our society, the risks they face every day, and the positive choices they can make to stay safe. Peace Talks prevents violence by teaching kids how to avoid dangerous situations, handle their own emotions, and use conflict resolution skills. Peace Talks empowers teens to learn how to get along with others. This video features Michael Pritchard, who is a humorist, actor, youth activist, former probation officer, and PBS host.

#### GUI02046

##### PEACE TALKS: DEALING WITH BULLIES, TROUBLEMAKERS AND DANGEROUS SITUATIONS VOLUME 4.

Note: Peace Talks educates kids about violence in our society, the risks they face every day, and the positive choices they can make to stay safe. Peace Talks prevents violence by teaching kids how to avoid dangerous situations, handle their own emotions, and use conflict resolution skills. Peace Talks empowers teens to learn how to get along with others. This video features Michael Pritchard, who is a humorist, actor, youth activist, former probation officer, and PBS host.

#### GUI02047

##### PEACE TALKS: RESPECTING YOURSELF AND OTHERS VOLUME 5.

Note: Peace Talks educates kids about violence in our society, the risks they face every day, and the positive choices they can make to stay safe. Peace Talks prevents violence by teaching kids how to avoid dangerous situations, handle their own emotions, and use conflict resolution skills. Peace Talks empowers teens to learn how to get along with others. This video features Michael Pritchard, who is a humorist, actor, youth activist, former probation officer, and PBS host.

#### GUI02048

PEACE TALKS: HANDLING DATING PRESSURES AND HARASSMENT VOLUME 6.

Note: Peace Talks educates kids about violence in our society, the risks they face every day, and the positive choices they can make to stay safe. Peace Talks prevents violence by teaching kids how to avoid dangerous situations, handle their own emotions, and use conflict resolution skills. Peace Talks empowers teens to learn how to get along with others. This video features Michael Pritchard, who is a humorist, actor, youth activist, former probation officer, and PBS host.

GUI02049

PEACE TALKS: BRIDGING RACIAL DIVISIONS VOLUME 7.

Note: Peace Talks educates kids about violence in our society, the risks they face every day, and the positive choices they can make to stay safe. Peace Talks prevents violence by teaching kids how to avoid dangerous situations, handle their own emotions, and use conflict resolution skills. Peace Talks empowers teens to learn how to get along with others. This video features Michael Pritchard, who is a humorist, actor, youth activist, former probation officer, and PBS host.

GUI02050

PEACE TALKS: DRUGS, ALCOHOL AND GUNS: TRIGGERS TO VIOLENCE VOLUME 9.

Note: Peace Talks educates kids about violence in our society, the risks they face every day, and the positive choices they can make to stay safe. Peace Talks prevents violence by teaching kids how to avoid dangerous situations, handle their own emotions, and use conflict resolution skills. Peace Talks empowers teens to learn how to get along with others. This video features Michael Pritchard, who is a humorist, actor, youth activist, former probation officer, and PBS host.

GUI02051

PEACE TALKS: STEPPING UP TO PEACE VOLUME 10.

Note: Peace Talks educates kids about violence in our society, the risks they face every day, and the positive choices they can make to stay safe. Peace Talks prevents violence by teaching kids how to avoid dangerous situations, handle their own emotions, and use conflict resolution skills. Peace Talks empowers teens to learn how to get along with others. This video features Michael Pritchard, who is a humorist, actor, youth activist, former probation officer, and PBS host.

GUI02054

ABOUT WORKPLACE READINESS.

Note: This video explains to the viewer how to prepare themselves and their students for the workplace.

GUI02057

YELLING, THREATENING AND PUTTING DOWN. Learning Seed, [2000].

Note: Parents find that yelling at kids, threatening, and putting them down come naturally. But they don't work. Viewers see four situations where a parent

can easily "lose it." Then they learn how to match discipline with a child's capability and personality. Run time is 35 minutes. 2000.

#### GUI02058

THE PEOPLE PUZZLE. CEV Multimedia.

Note: Does it seem like parents, teachers, friends, employers and other people are on another wavelength? Tune into the presentation to explore the needs, concerns and goals of four types of behavioral styles (Driver, Expressive, Amiable and Cautious). Then, see how to adapt and expand your behavioral style to increase the chances of being heard and understood by others. Real-life scenarios, a self-assessment and insight by an experienced communication expert help you "fit together" some puzzles of human behavior so you can be a more effective communicator. Run time is 27 minutes.

#### GUI02059

IDENTIFYING STUDENT LEADERS. Education Associates.

Note: This video points out the different groups in every school that have dominant individuals who set the direction of the group's values and behavior. Students from several high schools discuss the types of groups in schools. Ms. Mandy Little, a high school prevention coordinator, discusses how leaders organized drug free activities and their influences. Dir. Vivian Jenkins Nelson, Director of the Hubert H. Humphrey Center, University of Minnesota, explains the dynamics of leadership and peer pressure in relation to alcohol and other drugs. Discussion by both students and adults on how leaders influence their groups to stay straight is provided on this video.

#### GUI02060

PEER PRESSURE. Videos for the Classroom, [1998].

Note: Research shows that peer pressure is more persuasive than almost any other force in teenagers' lives. In this captivating program, young people learn the importance of making their own decisions, recognizing true friends, avoiding negative behaviors, and getting out of difficult situations. Run time 22 minutes.

#### GUI03003

TRUTH AND CONSEQUENCE. [01/01/94].

Note: Teen parents talk about the realities of having a baby while they're still in high school. Run time is 15 minutes.

#### GUI03003

POSITIVE WORK HABITS: WHAT THEY DIDN'T TELL YOU AT SCHOOL.

Note: Our world is changing very fast. We all need to be aware of the many changes occurring in the work world and the high demand skills of the future. This video focuses on the very specific twists and turns our economy has taken and what job seekers must do to become or remain competitive.

#### GUI03005

WHAT'S THE BIG DEAL WITH ALCOHOL? [01/01/94].

Note: INTERACTION is a South Dakota Public Television eight part series designed

to help South Dakota teenagers -- and their parents -- explore and confront the important issues that teens face. In this series, teenagers from across South Dakota gather for frank conversations about alcohol, substance abuse, violence, respect, teen sexuality, family relations, and self-esteem/peer pressure. For some South Dakota teenagers, beer parties are high on their list of things to do. Even as they participate, some kids worry about the problems alcohol creates. Others wonder why alcohol is part of teen life and struggle with strategies for avoiding it. Run time is 1 hour. 1994

GUI03006

IT ISN'T CANDY: SUBSTANCE ABUSE. [01/01/94].

Note: Many teenagers face decisions about whether to use illegal--and dangerous--drugs such as marijuana, cocaine, and steroids. Some teenagers find that more socially acceptable substances like cigarettes and chewing tobacco present problems as well. Run time is 1 hour.

GUI03007

VIOLENCE: HERE AND NOW. [01/01/94].

Note: South Dakota teens rarely worry about armed and dangerous classmates, nonetheless violence is an unfortunate reality in some of their lives. Beer parties occasionally degenerate into fights. Troublemakers sometimes get positive reinforcement, and some teens confront violence at home. Run time is 1 hour.

GUI03008

TEEN SEXUALITY: SIN, TABOO, REALITY? [01/01/94].

Note: Sexual pressure, teenage pregnancy, the threat of AIDS, and conflicting messages from adults make sexuality a complicated, and sometimes scary, subject for teenagers. Run time is 1 hour.

GUI03009

LET'S TALK ABOUT DRUGS. [01/01/96].

Note: This video shows younger students that the way to stay healthy and happy lies in caring for and protecting their bodies. Using lively songs, an appealing scenario, and a storyteller to move the action along, the program steers viewers away from drugs that can hurt them and toward the correct use of medicines that help. A teacher's guide and student worksheets are included. Run time is 16 minutes. 1996

GUI03010

MY BODY BELONGS TO ME. [01/01/96].

Note: This video is designed to help young children protect themselves from the trauma of sexual abuse by making it clear that their body belongs to them. Using age-appropriate dialogue between a guidance counselor and two appealing puppets, and between the puppets and members of the live student audience, the program sensitively reinforces the idea that every child's body is private and that no one is allowed to touch it. A teacher's guide

and student worksheets are included. Run time is 25 minutes.

#### GUI03011

SELF-ESTEEM AND DRUGS. Huntsville TX: Educational Video Network, [1998].

Note: Today's teens face problems ranging from severe drug abuse to dysfunctional family environments. This video features candid testimonials from teens who have experienced these situations in their own lives. Viewers will learn how such adversities can affect self-esteem. Run time is 30 minutes.

#### GUI03012

METHAMPHETAMINE: THE CRYSTAL CAGE. Chariot Productions, [1998].

Note: This video uses the testimony of drug users and the information of experts in the substance abuse field to demonstrate the dangerous and sometimes deadly consequences of methamphetamine use. The program is divided into twelve sections, which may be stopped after any of the sections for discussion. Run time is 28 minutes.

#### GUI03013

MIZE, CINDY. DRUG FREE SCHOOLS. [01/01/94].

Note: This video with training manual for teachers deals with substance abuse prevention issues for youth with disabilities. It includes specific classroom activities that have been field tested with special needs students. The program also covers the following topics: risk factors, children of alcoholics, family information, resiliency and protective factors, prevention activities and resources. Run time is 12 minutes.

#### GUI03014

DEDICATED TO THE ONE I LOVE. Churchhill Media.

Note: When popular high school senior Ron dies in a car accident, Amy, the yearbook editor and Ron's ex-girlfriend suggests that they dedicate the yearbook to him. But the staff is split- it seems that Ron was under the influence of drugs when his car crashed. Worse yet, Amy privately discovers that Ron was infected with the HIV virus through shared IV needles. Supported by her friend Mike, she is given information about AIDS, tested, and found to be HIV positive. Confused and angry, she finally turns to her parents and an HIV support group, and determines that, though many things have changed, she will live her life as positively and fully as possible. And Ron will have his yearbook dedication, since the good can be remembered with the bad. A CBS Schoolbreak Special starring Lisa Dean Ryan, from the television series, "Doogie Howser." Run time is 46 minutes.

#### GUI03015

PLEASE GOD, I'M ONLY 17. Churchill Media.

Note: Like many teens, 17 year old Michael likes to roughhouse with his friends, make spur of the moment decisions and push his chances just a little beyond

the safe point. When it comes to danger, Michael says, "I always cuts it close, but that's the fun of it." Besides, he's a teenager and feels he's immortal- nothing could happen to him! But on the night he's rushing to pick up his girlfriend, he miscalculates a red light and crashed into another car. In the emergency room, as doctors desperately try to save him, Michael relives some of his recent days with his family and friends, and agonizes about what he's done to himself and them. Even after his death, while his grieving parents see him for the last time, he silently rages that this can't be happening- he needs another chance- he's only 17. A CBS Schoolbreak Special starring Michael Landes, Emily Warfield, special guest appearance by Talia Shire, Randolph Mantooth and Roxana Dal as Dana. Run time is 37 minutes.

#### GUI03017

BIG BOYS DON'T CRY. Churchill Media.

Note: High-school athlete Tony wrestles with painful memories and a long-hidden secret -- that he was sexually abused by his Uncle Paul. When he suspects that his younger brother Andy shares his nightmare, Tony must act. But why did Tony keep his secret for so long? What made him finally confront the truth? Big Boys Don't Cry is a poignant, hard-hitting drama about the stress and pain of sexual abuse. A CBS Schoolbreak Special starring Jason Wiles as Tony, Robert Pine as Uncle Paul, and Mike Hughes as Andy. Run time is 45 minutes.

#### GUI03018

BUT...HE LOVES ME. Churchill Films.

Note: Inexperienced 16-year-old Cassie McBride meets and is wooed by Charlie Taylor, one of the most popular boys in high school. Riding the crest of new love and sudden popularity as Charlie's girlfriend, Cassie overlooks his darker side; jealousy, possessiveness and abusive behavior toward her. But he loves her, and that's all that matters- or is it? This incisive, thought-provoking drama about date abuse starring Kelli Williams and Donovan Leitch will set young minds thinking. A CBS Schoolbreak Special. Run time 46 mins.

#### GUI03020

WORKING IT AT MADISON- "THE CIRCLE". The Bureau for At-Risk Youth.

Note: Working It Out At Madison is an award-winning teen guidance series that provides real life solutions to personal and social conflicts. Set in Madison High, an ensemble of talented young actors brings to life problems and challenges experienced by young people everywhere. Lively, entertaining and thought-provoking, Working It Out At Madison handles controversial topics such as alcohol and drug abuse, dropping out of school, domestic violence and relationship violence with sensitivity and directness. Each video offers young people an understanding of the underlying causes of the problems and gives teens the direction they need to take the necessary steps to make positive choices. While empowering teens to take responsibility and "Work It Out," the series encourages use of adult advice and assistance where appropriate. Run time is 30 minutes.

#### GUI03026

REAL PEOPLE: TEENS WHO CHOOSE ABSTINENCE. Sunburst, [1994].

Note: Studies of teen behavior report that many feel pressured to have sex by society and their peers and welcome efforts at helping them find ways to "say no." REAL PEOPLE: TEENS WHO CHOOSE ABSTINENCE offers just this help. Featuring teenagers who have embraced abstinence for their own personal, social and ethical reasons, this video raises issues that concern young people and provides realistic answers. In excerpts from interviews, class presentations, group discussions and role-playing exercises, these attractive, self-confident, representative young people discuss how their choice has enhanced their lives and their relationships with others.

#### GUI03027

FATAL VISION - NEWS COVERAGE. Innocorp, Ltd, [2000].

Vison is a news coverage excerpt regarding the internationally popular alcohol simulator goggle, which demonstrates the effects of alcohol on the body and mind. Run time is 16 minutes. 2000.

#### GUI03031

THE TOBACCO HORROR PICTURE SHOW. Nimco, [1997].

Note: This award-winning video combines humor with horror in a way that will be memorable for young people. Featured are Debi Austin, a victim of throat cancer who demonstrates the horrific nature of nicotine addiction when she smokes through the hole in her neck created when her larynx was removed. Professor Grosso, an out of control mad scientist revels in his lab while adding toxic chemicals to his "natural" cigarettes. The strong media presentation is balanced with interviews from recovering users. Winner of the CINE Golden Eagle.

#### GUI03032

HALLUCINOGENS & DESIGNER DRUGS. Nimco, [1995].

Note: With over 25 years experience in substance abuse counseling, Dr. David Ohlms gives an excellent overview of the new hallucinogenic and designer drugs on the street such as MDMA (ecstasy) and designer heroin and those that a making a resurgence from the 60's and 70's such as LSD. Dr. Ohlms begins with defining these drugs and discusses: their pharmacological make up; the common vs. desired reactions; and the consequences of both casual and long term use. Dr. Ohlms gives a clear and concise picture of the extreme dangers in the use of this category of drugs, including the development of Parkinson's Disease type symptoms & brain cell damage. Run time is 30 minutes.

#### GUI03033

FROM RUNNING ON EMPTY TO FULL THROTTLE SERIES: TEENS & METH. Nimco, [2000].

Note: This program is designed to educate young people on the facts of methamphetamine abuse, rather than accepted peer lore and hearsay. It

demonstrates how our society has become fast, and the meth is not the answer in coping with rapid change and peer pressure. Run time is 27 minutes.

GUI03036

AIDS SPECIAL: TEENS AT RISK (SOUTH DAKOTA) South Dakota Public Television, S.D. Dept. of Education, [January 18, 1995].

Note: This video gives facts about alcohol, drug abuse, and sexual behavior in South Dakota compared to national statistics. It discusses how these behaviors put teens at risk for contracting AIDS and HIV. Three young people who contracted AIDS in their teens are featured. Run time is 58 minutes.

GUI03037

TEENS DEALING WITH STRESS.

Note: This video presents interviews with teens recovering from substance abuse and suicidal tendencies. It focuses on the importance of counseling to deal with stress. Run time is 25 minutes.

GUI03041

FROM RUNNING ON EMPTY TO FULL THROTTLE VIDEO SERIES - BUILDING UP FOR A FALL: TEENS AND STEROIDS. Nimco, [2000].

Note: This program illustrates the dangers of anabolic steroid abuse for all young adults, especially the male athletes. The attraction of steroids lie in overachievement, body image, and sexuality. However, the dangers are many, including: adverse physical affects, psychological damage, mood swings, and out of control violence. Run time is 21 minutes. 2000.

GUI03043

METHAMPHETAMINE: DECIDING TO LIVE. Hazelden Foundation, [1998].

Note: Through documentary-style interviews with recovering addicts, treatment professionals, and physicians, this video reveals the devastating consequences of methamphetamine addiction and the struggles and rewards of recovery. Part 1 begins with a pharmacological explanation of methamphetamine's effect on brain chemistry. Firsthand accounts from recovering addicts reveal how methamphetamine affects behavior, emotions, cognitive functions, relationships and the body. Part 2 offers hope for those beginning the long process of recovery. Candid accounts of recovering addicts reveal the stumbling blocks common in early recovery, the spiritual nature of the healing process, and the rewards of overcoming the physical, mental, and moral bankruptcy associated with using meth. Run time 38 mins.

GUI03044

COCAINE AND CRACK: BACK FROM THE ABYSS. Hazeldon Foundation, [1999].

Note: This educational and motivational video is comprised of the interwoven testimony of recovering addicts, chemical dependency counselors, and a physician. In Part 1 viewers learn the bodily, psychological, and societal effects of cocaine; the disease of addiction and its symptoms; and why cocaine and crack put addicts at such a high risk of relapse.



Part 2, Fighting Back, gives viewers the practical tools and the inspiration to get through cravings, identify triggers, seek help, and make life changes. Run time is 46 minutes. 1999.

GUI03045

MARIJUANA: THE ESCAPE TO NOWHERE. Hazeldon Foundation, [1999].

Note: In this video, personal stories are interwoven with interviews from a treatment professional and a research pharmacologist to uncover the devastating effects of long-term marijuana use on the body, mind, and spirit. The video ends on message of hope as recovering addicts share their accomplishments and dreams fulfilled since breaking the chains of marijuana addiction. Run time is 40 minutes.

GUI03046

RAPE IS NOT AN OPTION.

Note: This video tape is divided into three segments. Part 1 discusses the psychological make-up of the rapist in order to know when there is a potential problem. Part 2 highlights steps to take to reduce the risk of or avoid sexual assault. Part 3 presents physical demonstrations of actions a female can take when she is attacked. Run time is 66 minutes.

GUI03047

CRACK. [01/01/97].

Note: This video program explains the effects of and consequences of using the illegal drug crack. Run time is 10 minutes.

GUI03050

BEHIND THE SMOKE SCREEN: FACTS ABOUT TOBACCO USE. [01/01/97].

Note: This video program, targeted at middle and high school students in both urban and rural areas, tries to persuade viewers not to smoke or chew tobacco, and coaches them on how to quit if they already do. The focus is on the toll which nicotine takes on the body. Graphic examples of people with emphysema, chronic bronchitis, cancer of the larynx, and cancerous mouth lesions drive home the point. The effects of smoking, and secondary smoke are also addressed. Overall, tobacco use is portrayed as an overwhelmingly undesirable habit, likely to hinder social and job prospects, as well as shorten one's life. Run time is 25 minutes.

GUI03051

CHEW ON THIS - THE TRUTH ABOUT SMOKELESS TOBACCO. SD Division of American Cancer Society.

Note: This kit contains material used to teach students about the dangers of smokeless tobacco. Smokeless tobacco is used for a number of reasons, none of which have any health benefit. The kit covers everything from advertising to legal requirements.

GUI03052

MOTIVATION AND A POSITIVE ATTITUDE. The Cress Company, [1995].

Note: People are not born with a positive attitude, they have to learn to develop one. this video can teach students how to develop motivational behavior and a positive attitude. Both make a big difference in the work world. Run time is 12 minutes. 1995.

#### GUI03053

BRAIN SCANS: ALCOHOL AND THE TEENAGE BRAIN. Human Relations Media, [2001].

Note: In this program, real teenagers share their personal views about alcohol.

Their beliefs and the emerging evidence are often at odds with one another, providing opportunities for further learning and discussion. This program features Scott Swartzwelder, PhD of Duke University. Dr. Swartzwelder is a neuropsychologist who has used rats to study the effects of alcohol on the brain. Run time is 23 minutes.

#### GUI03054

THINK TWICE: MARIJUANA AND CANCER. Human Relations Media, [2001].

Note: This video opens with contemporary teens talking about why they think people smoke marijuana. This program features Dr. Paul Donald, a prominent head and neck surgeon at the UC Davis Center for Skull-Based Surgery. He discusses his studies on marijuana and lung cancer. Run time is 19 minutes.

#### GUI03055

BODY IMAGE FOR BOYS. Cambridge Educational, [2002].

Note: This program explores some of the issues facing young men today as they struggle to define themselves amidst the flood of media-generated images of male physical perfection. As the idealized male physiques continues to be hyped in movies, on TV, in magazines and on billboards, a rapidly growing number of men are becoming obsessed with appearance. Each year alone, they spend billions on gym memberships and home exercise equipment - and women are no longer alone in battling anorexia and body dysmorphic disorder. This program features young patients grappling with problems such as steroid abuse, eating disorders, exercise addiction, and phony food supplements. Run time is 18 minutes.

#### GUI04001

IT'S A NEW WORLD.

Note: This video encourages middle/high school students to consider the importance of mathematics and science in their future via a story format involving a student, her instructor and Thomas Edison. Run time 40 mins.

#### GUI04008

PARENTS, IT'S UP TO YOU. Oklahoma Department of Vocational and Technical Education.

Note: This video offers practical suggestions for parental involvement in children's career development. It is targeted to parents of children in elementary through lower middle school classes. The video also includes a brochure featuring tips to parents. Run time is 6 minutes.

GUI04009

CAREERS 2000 PART 1: WHERE DO I FIT IN? [01/01/94].

Note: This video emphasizes the importance of personal information gathering as the first significant step in determining how one fits into the workforce of the 21st century. The significance of interests, goal-setting, personality style, abilities and skills are explained and demonstrated. An activity booklet included. Run time is 25 minutes.

GUI04010

CAREERS 2000 PART 2: EXPLORING CAREER OPTIONS. [01/01/94].

Note: This second video in the CAREERS 2000 series illustrates resources available for exploring career possibilities. Emphasis is placed on the value of the school guidance office as the best place to begin the exploration process. Resource tools such as self-assessment inventories, reference materials, software and video programs are discussed. The concept of relating what you know about yourself to the world of work is emphasized. An activity booklet is included. Run time is 25 minutes.

GUI04011

CAREERS 2000 PART 3: PREPARING NOW FOR SUCCESS IN THE FUTURE. [01/01/94].

Note: This third video in the CAREERS 2000 series discusses the importance of careful planning when pursuing educational and training options. Reinforced are the needs for sound high school course selection by illustrating that all high school classes are related to the world of work. It emphasizes the necessity of selecting and doing well in courses that will provide solid skills for future career selection or post-secondary education and training. It features types of high school programs, apprenticeships, four-year colleges and universities and professional/graduate schools. An activity booklet is included.

GUI04012

ACADEMICS VS. EVERYTHING ELSE. [01/01/94].

Note: Teenagers are usually busy people. School, work, sports, and social life compete for their time and attention. Balancing activities and setting priorities often make teenage life stressful. Run time is 1 hour.

GUI04013

YOUR EDUCATIONAL SKILLS: DON'T LEAVE HOME WITHOUT THEM.

Note: Most students don't connect what they've learned in high school with occupational success. This video helps bridge that gap by illustrating how specific levels of math, language and reasoning competencies are related to the fifth fastest growing jobs in the U.S. Real-life scenarios are used to reinforce the need for sound high school course selection as the basis for developing and refining education competencies. Run time is 20 minutes.

GUI04014

CHAD FOSTER. TEENAGERS: PREPARING FOR THE REAL WORLD-A FORMULA FOR SUCCESS.

Note: Every teenager gets two educations - one in school and one outside of school. The "outside of school" education is critical and often under-estimated. It is this education that fully prepares teenagers for the real world. This program is a short, engaging story that delivers the "outside of school" education. No tests. No grades. No tuition. Run time is 20 minutes. 1996.

#### GUI04015

STUDY SKILLS - STUDENT WORKSHOP. SUNBURST, [1997].

Note: This video is a hands-on workshop designed to help young teens understand what study skills are and learn how to apply them to their everyday activities. Using realistic scenarios students can easily identify with, the video presents these basic study skills: how to get organized; manage time; listen for meaning; take intelligible notes, and study productively for tests. Most importantly, the program stresses organizational skills -- organizing time, information, and personal life -- as the key to what many students may perceive to be an overwhelming situation. A special feature of the program is the handouts and worksheets that enable students to adapt the study skills shown in the video to their own learning style. Also included, are self-evaluation tests that allow students to assess their individual strengths and weaknesses. Run time is 24 minutes.

#### GUI04016

SCHOOL TO WORK: ESSENTIAL SKILLS. Pleasantville NY: Sunburst Communications,

Note: This video is designed to help young workers and prospective workers understand that there are essential skills and qualities required for almost any job, and that these are portable skills that are learned and developed in school. Thus the program motivates students to make the most of their school experience. Run time is 37 minutes. 1998

#### GUI04017

SCHOOL TO WORK: WORKPLACE BASICS.

Note: This video follows up the program "School to Work: Essential Skills" by showing how SCANS competencies spell success in the workplace. It illustrates the basic skills employers look for and explores how students can acquire and practice these workplace basics during the school years. Run time is 34 minutes.

#### GUI04018

VOLUNTEER ACTIVITIES COUNT! Indianapolis IN: Jist Works, Inc, [1998].

Note: This video features interviews with young volunteers as well as the people who have hired them. Young people are finding tremendous benefits through volunteer work and other unpaid activities. Interacting with others, learning new skills, helping people, helping causes, helping communities - they're all great ways to get started in the working world. Run time 24 mins.

#### GUI04019

HANDS ON LEARNING: EARN WHILE LEARNING IN INTERNSHIPS, APPRENTICESHIPS, AND COOPERATIVE EDUCATION. Jist, [1999].

Note: This unique video guides students through the challenges of acquiring experience and earning money by taking advantage of nontraditional programs, all while still in high school! Candid interviews with people who have benefited from internships, apprenticeships and cooperative education programs focus on how these programs prepared them for successful careers. Run time is 34 minutes.

GUI04020

THE SCHOOL SOLUTIONS VIDEO SERIES: WHY STAY IN SCHOOL. The School Co.

Note: Each of the fast paced, contemporary videos in this series zeroes in on a topic vital to the success of today's student. Emphasizing practical, positive skills, each show propels the viewer into success oriented situations. Three young narrators emphasize relevance with student interviews testifying to the consequences of using the skills presented. Real life color and upbeat music keep the productions flowing and attention span on track - even with the most difficult learners. Each of the following 15 to 20 minute tapes can stand alone or be used as part of a series. Run time is 20 minutes. 1992

GUI04022

GOAL SETTING: PLANNING FOR YOUR FUTURE. CEV Multimedia, [1998].

Note: Goal-setting is a necessary skill in today's fast-paced, competitive world. Join communications consultant Julie Johnson and other "go-getters" (professors, counselors, students, a professional baseball player) as they explore long-term, short-term and immediate goals. Johnson also explains how to use SMART- a practical series of steps to help you set achievable goals and reach them. This program dares you to dream - then hands you the tools to get started. Run time is 20 minutes.

GUI04023

THE POWER OF TIME MANAGEMENT AND GOAL SETTING. Sunburst.

Note: Prioritizing assignments and finishing projects is difficult for today's active students. This program shows students how to set goals and achieve their full potential. Run time is 60 minutes.

GUI04023

THE POWER OF TIME MANAGEMENT AND GOAL SETTING. Learning Forum Success Products.

Note: Prioritizing assignments and finishing projects is difficult for today's active students. This program shows students how to set goals and achieve their full potential. Run time is 60 minutes.

GUI04024

WORKPLACE READY: JOB SKILLS FOR THE 21ST CENTURY #1: UP AND RUNNING. Human Relations Media, [01/01/97].

Note: This job skills program incorporates the skills defined in the SCANS report with the real world of work and the anticipated world of work in the next decade. Through observation and application, it gives students an intuitive approach for acquiring job skills. An instructor's guide is included. Run time is 39 minutes.

#### GUI04025

WORKPLACE READY: JOB SKILLS FOR THE 21ST CENTURY #2: FOUNDATION SKILLS. [01/01/97].

Note: This program explains how foundation skills will help students in any job or career they might pursue. The video segments give students an opportunity to see real companies and explore real problems. An instructor's guide is included. Run time is 54 minutes.

#### GUI04026

POWER SURGE: LEADERSHIP. Media International, [1995].

Note: Curriculum and video providing adolescents with rationale and strategies for becoming and choosing effective, positive leaders. Curriculum includes large and small group activities, concluding discussion topics, and homework assignments. Run time is 16 minutes.

#### GUI04029

LEARNING FOR EARNING.

Note: This program refers to the SCANS report to inform students about skills their employer will expect them to have. Learning is presented as a life-long process that is always changing. Run time is 7 minutes.

#### GUI04030

MAKING THE CLASSROOM TO CAREER CONNECTION.

Note: This video showcases many of the school-to-work activities happening in Sioux Falls. Anyone can be a part of the school-to-work system, because making the connection between education and the real world relies on support from every corner of our community. Parents, students, educators, and businesses are all called upon to make education practical for our students, so that the skills they learn can be transported throughout their lives, whichever path they choose to follow.

#### GUI04031

CAREER CLUSTER DECISION. [01/01/93].

Note: The purpose of this program is to explain career clustering and encourage students to select courses from a cluster related to their occupational interests. Run time is 7 minutes.

#### GUI04033

CAREER PLAN. [01/01/93].

Note: This program puts all the previous information together and gives tips on using career planning decisions to lead to a successful school to work transition. Run time is 7 minutes.

GUI04034

SCHOOL TO WORK- TRANSITION.

Note: This video program is directed to business people, educators and parents to make them aware of changes that are beginning to take place in the delivery of education to help students become better prepared to enter the workforce. Business people are made aware of the important part they can play in education by mentoring students and teachers, teachers learn about the need to include more applied lessons in their instruction, and parents see the benefits their children will receive with these changes in educational delivery. Run time is 10 minutes. 1994.

GUI04035

TURNING STUDENTS INTO EMPLOYEES - THE SCHOOL-TO-WORK PAYBACK. [01/01/95].

Note: This video discusses the importance of relating what's happening in the real world to classroom learning. Perspectives of both employees and educators are presented on such topics as basic workplace competencies and skills, and the need for cooperation between business and education. Run time is 10 minutes.

GUI04037

SCHOOLSITE-VS-WORKSITE LEARNING. [01/01/95].

Note: This video compares schoolsite learning with worksite learning based on teamwork, pace, and measurement. Learn to become a good worker and increase personal marketability. Run time is 12 minutes.

GUI04038

GET YOUR CAREER IN GEAR!

Note: This video will help to introduce students and their parents to school-to-careers education. Its contemporary graphics and fast-paced MTV style will hold students' attention from beginning to end. Use it to launch your recruitment program and to reinforce your own customized materials. Run time is 8 minutes. 1997

GUI04039

MEET YOUR FUTURE: SOCIAL STUDIES. Syndistar.

Note: "Meet Your Future" is a unique series that explains to students the relevancy of studying their school subjects for their own future. For this edition, "Meet Your Future: Social Studies", the students will first meet the five subject: a U.S. Senator, preservationist, innkeeper, urban planner, and social worker; learn why the study of social studies is important; the importance of social studies in the subjects' workplace, and how studying these courses in school shaped their lives and career choices. In addition, the five subjects explain the role that social studies plays in their everyday job; how their job plays a role in society; what the future is in their field; and finally, what advice they can offer the students should they wish to follow in a similar career path. Run time is 19 minutes.

#### GUI04040

##### MEET YOUR FUTURE II: SOCIAL STUDIES. Syndistar.

Note: "Meet Your Future II" introduces students to interesting people with exciting careers and explains the relevancy of studying science to their own future. In "Meet Your Future II: Social Studies", students are introduced to five successful professionals who use Social Studies as a part of their everyday jobs. Professionals include: a day care worker, a private investigator, a police officer, a museum director and a hotel manager. Run time is 20 minutes.

#### GUI04041

##### MEET YOUR FUTURE: SCIENCE. Syndistar.

Note: "Meet Your Future" is a unique series that explains to students the relevancy of studying their school subjects for their own future. For this edition, "Meet Your Future: Science", the students will first meet the five subjects: a soo veterinarian, special effects coordinator, forensic criminalist, meteorologist and marine biologist; learn why the study of science is important; the importance of science in the subjects' workplace; and how studying these courses in school shaped their lives and career choices. In addition, the five subjects explain the role that science plays in their everyday job; how their job plays a role in society; what the future is in their field; and finally, what advice they can offer the students should they wish to follow in a similar career path. Run time is 19 minutes.

#### GUI04042

##### MEET YOUR FUTURE II: SCIENCE. Syndistar.

Note: "Meet Your Future II" introduces students to interesting people with exciting careers and explains the relevancy of studying science to their own future. In "Meet Your Future II: Science", students are introduced to five successful professionals who use science as a part of their everyday jobs. Professionals include: a car mechanic, a computer technician, a scuba driver, a commercial printing press operator and an ecologist. Run time is 18 minutes.

#### GUI04043

##### MEET YOUR FUTURE: LANGUAGE ARTS. Syndistar.

Note: "Meet Your Future" is a unique series that explains to students the relevancy of studying their school subjects for their own future. For this edition, "Meet Your Future: Language Arts", the students will first meet the five subjects: an investigative reporter, publisher, writer, national park ranger, and attorney at law; learn why the study of language arts is important; the importance of language arts in the subjects' workplace; and how studying these courses in school shaped their lives and career choices. In addition, the five subjects explain the role that language arts plays in their everyday job; how their job plays a role in society; what the future is in their field; and finally, what advice they can offer the students should they wish to follow in a similar career path. Run time is 21



minutes.

#### GUI04044

MEET YOUR FUTURE II: LANGUAGE ARTS. Syndistar.

Note: "Meet Your Future II" introduces students to interesting people with exciting careers and explains the relevancy of studying science to their own future. In "Meet Your Future II: Language Arts", students are introduced to five successful professionals who use Language Arts as a part of their everyday jobs. Professionals include: a tutor, a radio DJ, a TV station production manager, a receptionist and a swamp tour guide. Run time is 20 minutes.

#### GUI04045

MEET YOUR FUTURE: ART & MUSIC. Syndistar.

Note: "Meet Your Future" is a unique series that explains to students the relevancy of studying their school subjects for their own future. For this edition, "Meet Your Future: Art and Music", the students will first meet the five subjects: an art gallery owner, artist, musician, glass blower and news photographer; learn why the study of art and music is important; the importance of art and music in the subjects' workplace; and how studying these courses in school shaped their lives and career choices. In addition, the five subjects explain the roles that art and music play in their everyday jobs; how their jobs play a role in society; what the future is in their fields; and finally, what advice they can offer the students should they wish to follow in a similar career path. Run time is 21 minutes.

#### GUI04046

MEET YOUR FUTURE II: ART AND MUSIC. Syndistar.

Note: "Meet Your Future II" introduces students to interesting people with exciting careers and explains the relevancy of studying science to their own future. In "Meet Your Future II: Art and Music", students are introduced to five successful professionals who use Art and Music as a part of their everyday jobs. Professionals include: a jewelry designer, a choreographer and dance instructor, a symphony musician, a chef and a portrait photographer. Run time is 20 minutes.

#### GUI04047

MEET YOUR FUTURE: HEALTH AND PHYSICAL EDUCATION. Syndistar.

Note: "Meet Your Future" is a unique series that explains to students the relevancy of studying their school subjects for their own future. For this edition, "Meet Your Future: Health & Physical Education", the students will first meet the five subjects: a dentist, athletic trainer, paramedic, pharmacist, and health inspector; learn why the study of health and physical education is important; the importance of health and physical education in the subjects' work place; and how studying these courses in school shaped their lives and career choices. In addition, the five subjects explain the role that health and physical education plays in their everyday job; how their job plays a role in society; what the future is in their field; and

finally, what advice they can offer the students should they wish to follow in a similar career path. Run time is 18 minutes.

#### GUI04048

MEET YOUR FUTURE II: HEALTH AND PHYSICAL EDUCATION. Syndistar.

Note: "Meet Your Future II" introduces students to interesting people with exciting careers and explains the relevancy of studying science to their own future. In "Meet Your Future II: Health and Physical Education", students are introduced to five successful professionals who use Health and PE as a part of their everyday jobs. Professionals include; a cosmetologist, an athletic trainer, a nurse, a fireman, and a nutritionist/dietician. Run time is 20 minutes.

#### GUI04049

SCHOOL-TO-CAREER CONNECTION: MIDDLE SCHOOL. Careerware, [2001].

Note: The School-to-Career Connection contains grade-level, copy-ready lesson plans, which are aligned with the National Career Development Guidelines developed by the National Occupational Information Coordinating Committee and the Secretary's Commission for Achieving Necessary Skills. These national standards provide a user-friendly platform for educators to align the STCC lessons with existing state-level career and academic standards in all disciplines K-Post-secondary. 2001.

#### GUI04050

MEET YOUR FUTURE II: MATH. Syndistar.

Note: "Meet Your Future II" introduces students to interesting people with exciting careers and explains the relevancy of studying science to their own future. In "Meet Your Future II: Math", students are introduced to five successful professionals who use Math as a part of their everyday jobs. Professionals include: a bank teller, a retail salesperson, a general contractor, a civil engineer and an event caterer. Run time is 20 minutes.

#### GUI04050

SCHOOL-TO-CAREER CONNECTION: HIGH SCHOOL. Careerware, [2001].

Note: The School-to-Career Connection contains grade-level, copy-ready lesson plans, which are aligned with the National Career Development Guidelines developed by the National Occupational Information Coordinating Committee and the Secretary's Commission for Achieving Necessary Skills. These national standards provide a user-friendly platform for educators to align the STCC lessons with existing state-level career and academic standards in all disciplines K-Post-secondary. 2001.

#### GUI04051

TECHNICAL CAREERS TOOL KIT. Minnesota State Colleges & Universities.

Note: The materials contained in this Technical Careers Tool Kit are designed to illustrate the growing career opportunities in technical fields and the

benefits of the School-to-Work Initiative, both in making students aware of the needs and character of the modern workplace and the value of contextual learning. The kit contains a background folder, a youth presentation folder, a adult presentation folder, an introduction video, an adult presentation video and a youth presentation video.

#### GUI04052

YOUR CAREER LADDER: SCHOOL TO WORK SUMMARY. The Cress Company.

Note: This program defines a career ladder by focusing on worksite learning.

The program also cites real-life examples of people who went from entry-level position to owning a company. Run time is 12 minutes. 1995.

#### GUI05000

CREWDSON. A STEP INTO THE FUTURE PART I.

Note: This video shows students in various vocational programs and promotes the value of vocational education offered at the secondary level. This program is intended for use with high school students. Run time is 9 minutes.

#### GUI05001

CRUNDSON, ALEX. A STEP INTO THE FUTURE PART II.

Note: This video shows students in various vocational programs and promotes the value of vocational education offered at the secondary level. This program is intended for use with adults. Run time is 11 minutes.

#### GUI05004

THE DUST BUNNY CHRONICLES: RESPONSIBILITY IS COOL. A CAPE LAND HOME VIDEO.

Note: Casey and Tee escape to the attic to get out of doing their chores. "Who needs to do chores?" chimes Billy Bat Boy. "That stuff isn't cool," pipes Sider. But DB knows better. Two fun classics from DB's cartoon library, "Pigs An A Polka" and "Porky's Bear Facts", along with a cool Barber Sock Quartet harmony - "The Responsibility Song" - set Casey and Tee straight. They finally can see that doing chores is part of being a responsible person, and that's the right - and cool- thing to be! Run time 27 minutes.

#### GUI05005

DEVELOPING PARTNERSHIPS. [01/01/93].

Note: This program highlights the importance of developing partnerships with people in the business community and shows how partnerships connect to the career cluster decision. Run time is 7 minutes.

#### GUI05006

POSITIVE ATTITUDES I: GETTING A JOB. Education Associates.

Note: Through this video program, students are provided opportunities to see some of the ways an attitude is presented. Perhaps one of the most difficult ways for students to truly understand is how virtually everything they do, conscious and unconscious, communicates their attitude. That means in addition to what one says, attitude is communicated through tone of voice, word choice, mannerisms, body language, even how one presents his or

her resume. Learning to assess one's own attitude and how it is communicated are the first steps toward succeed.

#### GUI06032

##### ENTREPRENEURS FOR THE FUTURE.

Note: This video introduces the basics of getting started with a good idea, acquiring start-up money, pitfalls of cash flow, managing people, and marketing strategies. The video is one of a 10 part series that follows the start-up and development of a travel agency. Run time is 15 minutes.

#### GUI06038

##### CAREERS FOR THE 21ST CENTURY: HEALTH AND HOSPITALS. [01/01/94].

Note: Volume 4 in the Careers for the 21 Century video series provides an overview of various occupations in six career cluster areas. Cluster 1, Health and Hospitals covers the following fast growing career fields: Athletic Trainer, Radiological Technologist, Mammographer, Ultrasonographer, Histology, Cytotechnologist, Phlebotomist, Dental Assistant, Dental Technician, Respiratory Therapist, and Office and Support Staff. Run time 1 hr.

#### GUI06039

##### CAREERS FOR THE 21ST CENTURY: CRIMINOLOGY. [01/01/94].

Note: Volume 4 in the Careers for the 21st Century video series provides an overview of various occupations in six career cluster areas. Cluster 2, Criminology covers the following fast growing career fields: Emergency Dispatcher, SWAT Team, Criminalist, Harbor Patrol, Prison Guard, and Canine Patrol. Run time is 1 hour.

#### GUI06040

##### CAREERS FOR THE 21ST CENTURY: CONSERVATION AND ENVIRONMENT. [01/01/94].

Note: Volume 4 in the Careers for the 21st Century video series provides an overview of various occupations in six career cluster areas. Cluster 3, Conservation and Environment covers the following fast growing career fields: Forester, Forest Management Technician, Wildlife Management Biologist, Fisheries Management Biologist, Hatcheries Resource Assistant, and Metropolitan Conservation Coordinator. Run time is 1 hour.

#### GUI06041

##### CAREERS FOR THE 21ST CENTURY: HOTELS AND TOURISM. [01/01/94].

Note: Volume 4 in the Careers for the 21st Century video series provides an overview of various occupations in six career cluster areas. Cluster 4, Hotels and Tourism covers the following fast growing career fields: Cable Car Conductor, Travel Agent, Airline Sales Rep., Cruise Operations & Logistics, Cruise Director, Concierge, Assistant Front Desk Manager, Hotel Manager, Operations V.P., Air Operations, Reservationist, Reservation Agent Supervisor, Marketing Assistant, Visitor Information Rep. Run time 1 hr.

#### GUI06042

##### CAREERS FOR THE 21ST CENTURY: ALTERNATIVE ENERGY AND TRANSPORTATION.

Note: Volume 4 in the Careers for the 21st Century video series provides an overview of various occupations in six career cluster areas. Cluster 5, Alternative Energy and Transportation covers the following fast growing career fields: Alternative Energy Technician, Instrument and Calibration Technician, Test Facility Manager, Clean Air Vehicle Technician, Alternative Transportation, Bullet Train Lead Ticket Agent, Lead Services Attendant, Conductor, and Engineer. Run time is 1 hour. 1994

GUI06043

CAREERS FOR THE 21ST CENTURY: INTERACTIVE MULTIMEDIA.

Note: This video covers careers as a: computer programmer, multimedia producer, creative services manager, manager art director, tech support, quality assurance technician, IBM customer service representative, tech analyst, systems analyst, IBM computer programmer, computer graphics trainer, 3-D designer, database developer, test engineer, and more. This video covers careers found in cluster six.

GUI06044

THE CAREER ZONE. [01/01/94].

Note: Meetoo, a space traveler from Intomee, is stranded on Earth and needs to find a job to earn money for the return trip. In episode one viewers learn about architecture as a possible career for Meetoo. Episode two explores the career of dental lab technician. Episode three explores the career of chef. Run time for each segment is 15 minutes.

GUI06046

TECH PREP CAREERS.

Note: This video tape in three segments highlights careers in industrial/engineering technology, business and office technology and medical technology. Workers in several occupations in each cluster discuss the type of work they do and the skills they developed to be successful at their work. Several managers stress that many jobs in their companies do not require a four year college degree but do require technical education beyond high school. Each segment runs 12 minutes.

GUI06047

ME TOO: INSTRUCTIONAL VIDEO. Eagle Peak Productions.

Note: This instructional video shows the benefits of using puppets in the classroom, and how to use puppets effectively in teaching. Run time 13 mins.

GUI06048

HEAVY METAL -- HOT CAREERS IN WELDING. [01/01/94].

Note: The winner of the 1990 International Skill Olympics in welding narrates this look at the many career opportunities available to people with welding skills. Among the diverse fields shown are car racing, sculpture, building construction and underwater welding on oil rigs. The program also provides information on salary expectations, education requirements and career advancement. Run time is 10 minutes.

GUI06049

BOWLSBY, JOHN. REALIZING THE DREAM: CAREER PLANNING FOR THE 21ST CENTURY.

Note: "Realizing the Dream", a career planning kit developed by American College Testing (ACT) and the National Career Development Association, was developed to help parents support their children to make career and education plans.

Realizing the Dream is an integrated kit of materials designed to orient parents to their role in career guidance. Realizing the Dream materials lead parents and their middle school and high school students step-by-step through the process of making successful career decisions. Run time 8 mins. 1994.

GUI06050

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - DISPATCHER. [01/01/95].

Note: This video shows the training and responsibilities for an emergency dispatcher. Run time is 10 minutes.

GUI06051

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - FIREFIGHTER. [01/01/95].

Note: This video features a beginning firefighter who tells what a firefighter's job is really like and emphasizes the continual training firefighters undergo to keep up with the job's changing technology. Run time is 10 minutes.

GUI06052

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - LETTER CARRIER.

Note: This video shows two career paths in the U.S. Post Office - letter carrier and postmaster. Run time is 10 minutes. 1995

GUI06053

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - OFFICE CLERK OF THE COURT. 1995 Note: This video explains that the role of the office clerk of courts includes helping to keep court processes running smoothly. Run time is 10 minutes.

GUI06054

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - OFFICIAL COURT REPORTER. [01/01/95]. Note: In this video, an official court reporter discusses her work and her training. Run time is 10 minutes.

GUI06055

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - PATROL OFFICER.

Note: This video shows an entry level patrol officer carrying out her duties, including public safety, crime prevention and working with young people. Run time is 11 minutes. 1995

GUI06056

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - RECREATION SPECIALIST.

Note: This video explains that recreation workers plan activities to meet the needs and abilities of the people who use their facility. Run time 10 mins. 1995

GUI06057

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - RECYCLER.

Note: This video focuses on jobs having to do with the collection and sorting of materials for recycling. Run time is 12 minutes. 1995

GUI06058

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - WATER TREATMENT PLANT OPERATOR. [01/01/95].

Note: This video shows an operator's responsibilities including maintaining the plant's equipment and testing and purifying water. Run time is 11 minutes.

GUI06059

ENTER HERE. GOVERNMENT AND PUBLIC ADMINISTRATION - YOUTH DIVISION AIDE.

Note: This video introduces a worker in a minimum-security juvenile justice facility. His primary role is to oversee day-by-day activities. Run time 13 mins. 1995

GUI06060

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES - AEROBICS INSTRUCTOR.

Note: This video introduces an aerobics instructor and a personal trainer. Run time is 8 minutes. 1995

GUI06061

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES-APPRENTICE MECHANIC. [01/01/95].

Note: This video features two workers responsible for general service and seasonal tune-ups in a car dealership. Run time is 10 minutes.

GUI06062

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES-DOG GROOMER. [01/01/95].

Note: This video presents the tasks several different workers perform in a dog grooming business. Run time is 11 minutes.

GUI06063

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES-EDUCATIONAL AIDE. [01/01/95].

Note: This video presents the job of an education aide as she works in a preschool daycare setting. Run time is 12 minutes.

GUI06064

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES-ELECTRONICS TECHNICIAN.

Note: In this video, students will learn about the job of an electronics technician who works in the service department of an audio store. Run time is 11 minutes.

GUI06065

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES-INTERIOR PLANT TECHNICIAN. [01/01/95].

Note: This video explains the responsibilities of an interior plant technician including designing, installing and maintaining interior landscaping. Run time is 11 minutes.

GUI06066

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES-JEWELER. [01/01/95].

Note: This video explains how people who work as jewelers are expected to combine sales skills with expert knowledge of jewelry. Run time is 12 minutes.

GUI06067

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES-LEASING AGENT. [01/01/95].

Note: This program features several people who work as leasing agents in large apartment complexes. Run time is 10 minutes.

GUI06068

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES - LIBRARY ASSISTANT. [01/01/95].

Note: This program presents several people who work on a university library. All speak of their ability to learn "on the job" and how that helped in their promotions through the system. Run time is 11 minutes.

GUI06069

ENTER HERE. PERSONAL, FAMILY AND COMMUNITY SERVICES - SECURITY SYSTEMS INSTALLER. [01/01/95].

Note: This video introduces the training and job responsibilities of a security systems installer. Run time is 11 minutes.

GUI06070

ENTER HERE. WHOLESALE AND RETAIL TRADE - ASSISTANT PURCHASING AGENT. [01/01/95].

Note: This video explains that purchasing agents process requests for the supplies, materials, and services that are necessary for an organization to operate. Run time is 11 minutes.

GUI06071

ENTER HERE. WHOLESALE AND RETAIL TRADE - CAR RENTAL AGENT. [01/01/95].

Note: This video explains with major responsibilities of a car rental agent. Run time is 12 minutes.

GUI06072

ENTER HERE. WHOLESALE AND RETAIL TRADE - CUSTOMER SERVICE REPRESENTATIVE.

Note: This video presents the responsibilities of a customer service representative including processing credit applications, processing exchanges and returns and helping other staff members. Run time is 10



minutes. 1995

GUI06073

ENTER HERE. WHOLESALE AND RETAIL TRADE - DIRECT SALES REPRESENTATIVE.

Note: This video explains a job in direct sales where the salesperson is responsible for initiating the sale. Run time is 12 minutes. 1995

GUI06074

ENTER HERE. WHOLESALE AND RETAIL TRADE - DISTRIBUTION CENTER ASSOCIATE.

Note: This video will show several jobs in a distribution center that fills catalog orders. Run time is 11 minutes. 1995

GUI06075

ENTER HERE. WHOLESALE AND RETAIL TRADE - FORKLIFT OPERATOR. [01/01/95].

Note: This video will show what it is like for two young employees to start working in a warehouse as forklift operators. Run time is 11 minutes.

GUI06076

ENTER HERE. WHOLESALE AND RETAIL TRADE - MERCHANDISE DISTRIBUTOR.

Note: This video shows the jobs of people who work behind the scenes making sure that retail stores have everything they need for a successful operation. Run time is 10 minutes. 1995

GUI06077

ENTER HERE. WHOLESALE AND RETAIL TRADE - SALES ASSOCIATE. [01/01/95].

Note: This video shows sales associate in a store that specializes in computers. Run time is 8 minutes.

GUI06078

ENTER HERE. WHOLESALE AND RETAIL TRADE - STOCK ASSOCIATE. [01/01/95].

Note: This video takes the viewer through the daily routine of a stock associate as he marks inventory and organizes the sales floor in a large department store. Run time is 13 minutes.

GUI06079

ENTER HERE. WHOLESALE AND RETAIL TRADE - VISUAL COORDINATOR. [01/01/95].

Note: This video explains how a visual coordinator plans exactly how merchandise should be displayed so that items are grouped in attractive ways. Run time is 10 minutes. 1995.

GUI06080

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES- BUS DRIVER. [01/01/95].

Note: This video will show viewers what it is like to drive a school bus. Run time is 10 minutes.

GUI06081

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES - EXTRA LIST CLERK. [01/01/95].

Note: This video follows the daily schedule of an extra list clerk working for a commuter soil system in a large city. Run time is 10 minutes.

GUI06082

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES - FLEET SERVICE CLERK.

Note: This video describes the many functions of fleet service clerks including de-icing planes, ushering planes in and out of gates, cleaning cabins, and handling baggage and freight. Run time is 11 minutes. 1995

GUI06083

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES - FLIGHT ATTENDANT.

Note: This video reviews the training and responsibility of an entry-level flight attendant. Run time is 11 minutes. 1995

GUI06084

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES - MEMBER SERVICES CLERK.

Note: This video reviews the role of a member services clerk as she smooths the way for members of the American Automobile Association. Run time 11 mins. 1995

GUI06085

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES - METER READER.

Note: This video shows the daily routing of a meter reader who works for a public utility company. Run time is 11 minutes. 1995

GUI06086

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES - PRODUCTION AGENT.

Note: This video presents a production agent at work as she helps package tickets and other materials to be sent to her company's clients before they travel to business meetings. Run time is 9 minutes. 1995

GUI06087

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES - SURVEYING TECHNICIAN.

Note: This video explains that the work of surveying technicians is required before civil engineering projects such as roads, parks, and sewers can be planned and completed. Run time is 11 minutes. 1995

GUI06088

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES - TRUCK DRIVER.

Note: This video features a truck driver employed by a large national transportation company. Run time is 11 minutes. 1995

GUI06089

ENTER HERE. TRANSPORTATION AND PUBLIC UTILITIES - UTILITY WORKER. [01/01/95].

Note: This video shows jobs in public utilities that require manual dexterity as well as a willingness to work under dangerous conditions. Run time is 12 minutes.

GUI06090

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT AND THE ARTS - ADVERTISING CREATOR. [01/01/95].

Note: This video presents an employee working as an advertising creator for a weekly newspaper. Run time is 12 minutes.

GUI06091

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT AND THE ARTS - APPRENTICE PHOTOGRAPHER. [01/01/95].

Note: This video presents an employee working as an apprentice photographer in a studio that specializes in advertising photography. Run time is 10 minutes.

GUI06092

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT AND THE ARTS - ASSISTANT ENGINEER. [01/01/95].

Note: This video presents an assistant engineer whose job is setting up a recording studio in preparation for recording sessions. Run time 10 mins.

GUI06093

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT, AND THE ARTS - CAMERA TECHNICIAN. [01/01/95].

Note: This video reviews the responsibilities of a camera technician in a business that rents equipment for film, video, and audio productions. Run time is 12 minutes.

GUI06094

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT, AND THE ARTS - ELECTRONIC PRODUCTION ARTIST. [01/01/95].

Note: This video follows an electronic production artist while she uses computer technology to arrange type, illustrations, and headings to produce book pages. Run time is 10 minutes.

GUI06095

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT, AND THE ARTS - FILM PROCESSING TECHNICIAN. [01/01/95].

Note: This video will show the variety of tasks that a film processing technician must perform including running processing machines and maintaining the correct balances of chemicals in them. Run time 12 minutes.

GUI06096

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT, AND THE ARTS - PRINTING PRESS FEEDER. [01/01/95].

Note: This video describes some of an employees duties related to feeding paper into a four-color press for a commercial printing company. Run time 9 minutes.

GUI06097

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT, AND THE ARTS - PRODUCTION ASSISTANT. [01/01/95].

Note: This video features an employee who works as a production assistant for a producer of television commercials. Run time is 11 minutes.

GUI06098

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT, AND THE ARTS - THEME PARK SUPERVISOR. [01/01/95].

Note: This video presents the responsibilities of theme park workers including working with park vendors, overseeing ride operations and supervising the preparation of games. Run time is 11 minutes.

GUI06099

ENTER HERE. COMMUNICATIONS, ENTERTAINMENT, AND THE ARTS - VISITOR SERVICES REPRESENTATIVE. [01/01/95].

Note: This video presents an employee working as a visitors services representative in a natural history museum. Run time is 12 minutes.

GUI06100

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE, AND MINING - AGRICULTURAL LABORATORY TECHNICIAN. [01/01/95].

Note: This video focuses on a highly computerized laboratory where soil, feed and forage, manure, water, milk and dairy products are tested to maintain safety. Run time is 10 minutes.

GUI06101

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE AND MINING: ANIMAL CARETAKER. [01/01/95].

Note: This video introduces jobs that surround the care of horses including farriers, or horseshoers. Run time is 10 minutes.

GUI06102

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE, AND MINING - FORESTRY TECHNICIAN. [01/01/95].

Note: This video introduces the many responsibilities of a forestry technician including replanting the forest, helping with burns, and surveying the volume of trees. Run time is 10 minutes.

GUI06103

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE, AND MINING - OIL AND GAS GAUGER. [01/01/95].

Note: This video introduces workers responsible for building and maintaining oil and gas distribution pipelines and compressors. Run time is 10 minutes.

GUI06104

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE, AND MINING - GREENHOUSE PRODUCTION ASSISTANT. [01/01/95].

Note: This video features a career path in horticulture, which is the science and art of cultivating plants. Run time is 10 minutes.

GUI06105

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE AND MINING - HATCHERY TECHNICIAN.

[01/01/95].

Note: This video features one kind of commercial aquaculture being done by a company in South Carolina that raises clams. Run time is 12 minutes.

GUI06106

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE, AND MINING - PEST CONTROL TECHNICIAN. [01/01/95].

Note: Viewers follow the varied demands of a pest control technician as he addresses problems in private homes, warehouses and farms. Run time is 10 minutes.

GUI06107

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE AND MINING - RANCH HAND. [01/01/95].

Note: This video shows the varied responsibilities of a ranch hand including feeding and moving cattle, maintaining irrigation systems, vaccinating calves, and helping with crops. Run time is 11 minutes.

GUI06108

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE AND MINING - SEED LAB TECHNICIAN. [01/01/95].

Note: This video surveys the big business of producing and distributing hardy and uncontaminated seeds. Viewers are introduced to a worker in an entry level position as she runs tests on seeds. Run time is 10 minutes.

GUI06109

ENTER HERE. AGRIBUSINESS, FORESTRY, WILDLIFE AND MINING - SOIL CONSERVATION TECHNICIAN. [01/01/95].

Note: This video features professional soil conservationists and how they help farmers in New Mexico use their land wisely. Run time is 12 minutes.

GUI06110

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - BLOOD DONOR TECHNICIAN. [01/01/95].

Note: This video takes a viewer on a tour with a blood donor technician as she interviews prospective blood donors and takes blood. Run time is 12 minutes.

GUI06111

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - CENTRAL STERILE SERVICES

TECHNICIAN. [01/01/95].

Note: This video shows some of the responsibilities of central sterile services technicians including transporting patients and supplies and dealing with issues of decontamination and sterilization of materials. Run time is 10 minutes.

GUI06112

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - DENTAL ASSISTANT. [01/01/95].

Note: This video shows viewers an example of a solid entry-level health service career as a dental assistant. Run time is 10 minutes.

GUI06113

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - EKG TECHNICIAN. [01/01/95].

Note: This video shows EKG technicians using special instruments to test hearts.

The technicians administer tests that detect and record the heart's electrical impulses on an electrocardiograph machine. Run time is 11 minutes.

GUI06114

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - EMERGENCY MEDICAL TECHNICIAN. [01/01/95].

Note: Viewers will learn about the kind of training that is required for an emergency medical technician, including special classes and on-the-job training. Run time is 11 minutes.

GUI06115

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - HOME HEALTH AIDE. [01/01/95].

Note: This video features health care workers who travel to patients' homes.

Tasks include evaluating and reporting on patients and providing personal and rehabilitative care. Run time is 12 minutes.

GUI06116

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - OPHTHALMIC TECHNICIAN. [01/01/95].

Note: This video presents a job in eye care that requires math and science, physical coordination, and communication skills. Ophthalmic technicians also perform tests used in diagnosing defects and diseases. Run time is 12 minutes.

GUI06117

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - PHARMACY TECHNICIAN. [01/01/95].

Note: This video reviews the responsibilities of a pharmacy technician including preparing and dispensing drugs within the varied settings of hospitals, nursing homes, health care facilities, and retail pharmacies. Run time is 12 minutes.

GUI06118

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - PRODUCTION SCIENTIST. [01/01/95].

Note: This video shows people with two year degrees from technical colleges who hold scientific jobs in the field of biotechnology. Production scientists operate and maintain laboratory equipment, execute and monitor experiments and work closely with scientists doing research. Run time is 12 minutes.

GUI06119

ENTER HERE. HEALTH AND BIOMEDICAL SERVICES - RESPIRATORY CARE AIDE. [01/01/95].

Note: In this program, the viewer is taken through the daily routine of a respiratory care aide as he maintains respiratory machines and works with children who have breathing disorders. Run time is 11 minutes.

GUI06120

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - ACCOUNT COORDINATOR. [01/01/95].

Note: This video showcases people who work in a prepress company. The account coordinator in this company acts as a liaison with clients, keeping track of the many items needs for their publications. Run time is 12 minutes.

GUI06121

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - ASSISTANT FORMS COORDINATOR. [01/01/95].

Note: This video features people who work to make sure that the printed policy forms used by insurance companies meet state requirements and are free of errors. Run time is 10 minutes.

GUI06122

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - COMMERCIAL COLLECTOR. [01/01/95]. Run time 11 mins.

Note: This video showcases a commercial collector at work collecting payments and keeping track of overdue accounts for a major newspaper.

GUI06123

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - INSURANCE UNDERWRITING CLERK. [01/01/95].

Note: This video reviews the contributions of the jobs of policy-change clerk, underwriting assistant and a billing clerk in a busy insurance company. The importance of computers is stressed. Run time is 11 minutes.

GUI06124

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - LEGAL SECRETARY. [01/01/95].

Note: This video shows viewers the responsibilities of a legal secretary as they support the work of attorneys by typing legal correspondence, dealing with clients, and keeping an office organized. Run time is 10 minutes.

GUI06125

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - RECEPTIONIST.  
[01/01/95].

Note: This video shows a receptionist at work and reviews the responsibilities of this varied position. Run time is 8 minutes.

GUI06126

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - RECEIVING CLERK.  
[01/01/95]. Run time is 9 mins.

Note: This video reviews the job of a receiving clerk as he receives merchandise shipments, checks contents and enters data into a computer system.

GUI06127

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - REMITTANCE PROCESSING CLERK. [01/01/95]. Run time is 11 mins.

Note: This video reviews the responsibilities of a remittance processing clerk as she processes checks paid to public utility companies in a bank setting.

GUI06128

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - SYSTEMS OPERATOR.  
[01/01/95].

Note: This video introduces viewers to three systems operators as they keep track of account transactions for a major credit card company. Run time 13 mins.

GUI06129

ENTER HERE. BUSINESS AND FINANCIAL OPERATIONS SUPPORT - TECHNICAL SITE REPRESENTATIVE. [01/01/95].

Note: This video reviews the responsibility of a technical site representative who uses current technology to keep written communications flowing smoothly inside and outside a corporation. Run time is 10 minutes.

GUI06130

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - APPRENTICE CARPENTER. [01/01/95]. Run time is 7 mins.

Note: This video shows one career path in the building trades -- that of an apprentice carpenter on his way to becoming a trained carpenter.

GUI06131

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - APPRENTICE OPERATING ENGINEER. [01/01/95].

Note: This video presents operating engineering being trained to operate various types of construction and earth-moving equipment. Run time is 11 minutes.

GUI06132

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - APPRENTICE PLUMBER. [01/01/95].

Note: The video presents the responsibilities of the apprentice plumber and describes the classroom training that is part of the five-year program to become a journeyman and licensed plumbers. Run time is 11 minutes.



GUI06133

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - CONVEYOR ASSEMBLER. [01/01/95].

Note: This video reviews the work of a machine tool operator and an assembly line worker in a factory specializing in engine parts. Run time is 12 mins.

GUI06134

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - EQUIPMENT MECHANIC. [01/01/95].

Note: This video reviews the skills of two workers employed to maintain heating and cooling systems. Run time is 9 minutes.

GUI06135

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - NUMERICAL-CONTROL MACHINE TOOL OPERATOR. [01/01/95].

Note: This video shows a career path in manufacturing technology which stresses the importance of computer programming. Run time is 13 minutes.

GUI06136

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - PRODUCT ASSEMBLER. [01/01/95].

Note: This video presents workers in manufacturing that realize the importance of the team approach to production. Run time is 10 minutes.

GUI06137

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - PRODUCTION OPERATOR. [01/01/95].

Note: This video shows an entry-level job in the electronics industry. Run time is 12 minutes.

GUI06138

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - ROBOTICS TECHNICIAN. [01/01/95].

Note: This video reviews the responsibilities of a robotics technician including building, installing and testing robotics systems. Run time is 13 minutes.

GUI06139

ENTER HERE. MANUFACTURING TECHNOLOGY AND CONSTRUCTION - TOOL AND DIE MAKER. [01/01/95].

Note: This video explains how metal workers craft precision tools and devices that are used in modern manufacturing. Run time is 11 minutes.

GUI06140

ENTER HERE. FOOD AND HOSPITALITY - BAKER. [01/01/95].

Note: This video features one career path in the food industry, which is a commercial bakery dedicated to using all-natural ingredients. Run time is 11 minutes.

GUI06141

ENTER HERE. FOOD AND HOSPITALITY - CATERING ASSISTANT. [01/01/95].

Note: This video shows that the position of catering assistance involves more than making and serving food and beverages. Run time is 11 minutes.

GUI06142

ENTER HERE. FOOD AND HOSPITALITY - CHEESEMAKER. [01/01/95].

Note: This video presents the complex process of cheese production and a worker's role in that process. Run time is 11 minutes.

GUI06143

ENTER HERE. FOOD AND HOSPITALITY - COOK. [01/01/95].

Note: This video shows the job responsibilities of a beginning cook and the opportunity to advance in a professional kitchen. Run time is 11 minutes.

GUI06144

ENTER HERE. FOOD AND HOSPITALITY - DIETARY ASSISTANT. [01/01/95].

Note: This video reviews a job involved with meal planning and preparation in a retirement community environment. Run time is 11 minutes.

GUI06145

ENTER HERE. FOOD AND HOSPITALITY - FOOD PREPARER. [01/01/95].

Note: This video shows the career path of a food preparer in a supermarket. Run time is 11 minutes.

GUI06146

ENTER HERE. FOOD AND HOSPITALITY - FOOD SERVICE MANAGER. [01/01/95].

Note: In the video, a food service manager discusses his responsibilities, from scheduling employees and overseeing food costs to handling guests. Run time is 12 minutes.

GUI06147

ENTER HERE. FOOD AND HOSPITALITY - HOST. [01/01/95].

Note: This video reviews how the job of host helps to keep things running smoothly in a fast-paced restaurant environment. Run time is 10 minutes.

GUI06148

ENTER HERE. FOOD AND HOSPITALITY - ORDER TAKER. [01/01/95].

Note: This video shows several entry-level careers available in the ballpark and what it is like to work in concessions. Run time is 10 minutes.

GUI06149

ENTER HERE. FOOD AND HOSPITALITY - RESERVATIONS CLERK. [01/01/95].

Note: In this video, viewers will learn about the varied tasks of front desk work in a hotel. Run time is 11 minutes.

GUI06150

MENTORING EXPLAINED: WHAT IS MENTORING. BERGWALL, [1997].

Note: This video presents an overview of mentoring and how it benefits the student, the mentor and the employer. Run time is 20 minutes.

GUI06151

MENTORING EXPLAINED: THE STUDENT PARTICIPANT. BERGWALL, [1997].

Note: This video helps the mentor understand the goals, policies and procedures necessary for successful mentoring. Run time is 20 minutes.

GUI06152

MENTORING EXPLAINED: WHAT MAKES A SUCCESSFUL MENTOR. BERGWALL, [1997].

Note: This video helps the mentor understand the issues and needs of adolescents and how to prepare to work with their students. Run time is 20 minutes.

GUI06153

MENTORING EXPLAINED: BUILDING THE RELATIONSHIP. BERGWALL, [1997].

Note: This video helps the mentor understand the stages of the relationship and how to establish a positive, personal relationship with the student.

GUI06154

MENTORING EXPLAINED: SKILL BUILDING. BERGWALL, [1997].

Note: This video helps the mentor build skills in the important areas of communications, goal setting and problem solving. Run time is 20 minutes.

GUI06155

MENTORING EXPLAINED: IMPLEMENTING THE PROGRAM. BERGWALL, [1997].

Note: This video shows organizations the plans needed to get a mentoring program up and running. Legal considerations are also explained. Run time 20 minutes.

GUI06156

PAUL HASTINGS. WELCOME TO INFORMATION TECHNOLOGY. BERGWALL, [1999].

Note: This video will help the student understand the current job market in the industry. It will also identify some barriers that prevent many people from giving it a try and make them aware of seven career areas. Run time 20 mins.

GUI06157

PAUL HASTINGS. MULTIMEDIA DESIGN. BERGWALL, [1999].

Note: This video describes what multimedia specialists do on the job and identifies the rewards. It also identifies the skills and training required to perform the jobs. Run time is 20 minutes.

GUI06158

PAUL HASTINGS. TECHNICAL SUPPORT. BERGWALL, [1999].

Note: This video describes what technical support people do on the job. It describes the rewards and identifies the skills and training needed to be a technical support person. Run time is 20 minutes.

GUI06159

YOUNG ENTREPRENEURS. Indianapolis IN: JIST Works Inc, [1999].

Note: This video studies youth self-employment as a perfectly good alternative to a part-time job. With interviews of young adults at various stages of business ownership, viewers get a feel for the why and how of self-employment. They also see examples of businesses they might try for themselves. Run time is 17 minutes.

GUI06160

TECHNICAL CAREERS TOOL KIT. Minnesota State Colleges and Universities.

Note: The materials contained in this Technical Careers Tool Kit are designed to illustrate the growing career opportunities in technical fields and the benefits of the School To Work Initiative, both in making student aware of the needs and character of the modern workplace and the value of contextual learning. The video provides a comprehensive look at contemporary technical career opportunities and includes school and business collaborations. The brochure presents the need for technically aware and skilled candidates and the career opportunities to be found in such fields, together with background materials, case histories and a fact sheet.

GUI06161

THE VIDEO JOURNAL OF EDUCATION: PORTFOLIO ASSESSMENT. The Video Journal of Education, [1993].

Note: The purpose of these video tapes is to help teachers see portfolios as a reflection of learning and a powerful means of enabling students to self-evaluate and document their own growth. Throughout the programs you will see examples of various kinds of portfolios and hear from the students and teachers who are using them successfully in their classroom. Program 1 is titled, Reflections of Learning, and Program 2 is Utilizing Portfolios. The run time of each video is 29 minutes.

GUI06162

EXPLORING CAREERS: USING YOUR ARMED SERVICES VOCATIONAL APTITUDE BATTERY (ASVAB) WORKBOOK. [1999].

Note: This program contains information about the Armed Services Vocational Aptitude Battery (ASVAB) and career exploration. The program also covers how to use the ASVAB workbook. Run time is 31 minutes.

GUI06168

DID YOU EVER WONDER: HOW ARE AIRPLANES MADE? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and our kids as they embark on enlightening adventures throughout the United States! In this episode, Chris and Daniel share their visit to an airplane museum with the rest of the group. Afterwards, Miss Jennings takes the children through a factory where small jets and other

airplanes are assembled. **Grades 3 to 6.**

GUI06169

DID YOU EVER WONDER: HOW ARE CARS MADE? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and our kids as they embark on enlightening adventures throughout the United States! In this episode, Ms. Jennings takes five children through the St. Louis Car Museum to see some of the first handmade automobiles. Additionally, they have the opportunity to view how modern automobiles are manufactured in an assembly plant. **Grades 3 to 6.**

GUI06170

DID YOU EVER WONDER: HOW ARE CHOCOLATE BARS MADE? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, Ms. Jennings and the five children explore how chocolate is made. They have the opportunity to learn about some of the various countries in which the ingredients are grown and also visit a chocolate factory. **Grades 3 to 6.**

GUI06171

DID YOU EVER WONDER: WHERE DOES COAL AND ELECTRICITY COME FROM? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, in the library, Kate is looking at posters about "electricity". Her curiosity brings the question about electricity to the table where Ms. Jennings and the children are sitting. **Grades 3 to 6.**

GUI06172

DID YOU EVER WONDER: HOW ARE COMBINES AND CEREAL MADE? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, Ms. Jennings takes the opportunity to show our five children how corn flakes are made. They also view how a giant machine called a "combine" is assembled and then used in the making of corn flakes. **Grades 3 to 6.**

GUI06173

DID YOU EVER WONDER: HOW ARE COMPUTERS MADE? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, in the library, the children gather around to watch one of their friends log onto an educational website, and Ms. Jennings takes the children to a computer lab to show them how computers are assembled and used. **Grades 3 to 6.**

GUI06174

DID YOU EVER WONDER: HOW DOES CONSERVATION WORK? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, Ms. Jennings and the five children take a great adventure through different parts of the country's great natural resources. They meet with the Department of Conservation and learn the different workers' responsibilities. **Grades 3 to 6.**

GUI06175

DID YOU EVER WONDER: HOW IS PAPER MADE? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, while two of Ms. Jennings children were looking through library books, they became interested in how paper is made. Ms. Jennings shows the children the process of making paper. **Grades 3 to 6.**

GUI06176

DID YOU EVER WONDER: HOW ARE PENCILS AND TV SHOWS MADE? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, the process of how pencils are manufactured in a factory is illustrated. In addition, the production company of "Did You Ever Wonder" takes the viewer through the production of the show. **Grades 3 to 6.**

GUI06177

DID YOU EVER WONDER: HOW ARE STEEL & WASHING MACHINES MADE? Media Pro,

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join

Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, Ms. Jennings and the five children have the opportunity to learn all about steel and its many uses, one of which is the washing machine. They view steel being made in a steel mill and how steel is used in the production of washing machines in another factory. **Grades 3 to 6.** [2000]

#### GUI06178

DID YOU EVER WONDER: HOW ARE JELLY BEANS MADE? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, Ms. Jennings and the children wait for Kate's arrival in the library. She arrives with a gift box of gourmet jelly beans for everyone. Kate had the opportunity to go on a trip with her family. They visited the state of California. During their vacation, Kate and her mom went to the jellybean factory. **Grades 3 to 6.**

#### GUI06179

DID YOU EVER WONDER: HOW ARE TOY TRAINS MADE? Media Pro, [2000].

Note: "Did You Ever Wonder?" is truly a one of a kind educational and entertaining program. These video tours take children behind the scenes to places you would rarely have the chance to take children in real life. Join Ms. Jennings and the kids as they embark on enlightening adventures throughout the United States! In this episode, Ms. Jennings takes the five children to a museum where they see toy trains and learn about the history of real trains and the history of transportation. Their trip is followed by a tour through a factory to watch how toy trains are made. **Grades 3 to 6.**

#### GUI06180

JUST IMAGINE: YOU'RE AN AIRPLANE PILOT. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! What's your vector, Victor? Miss Kelly goes flying in small planes and large jumbo jets. In this video, children find out what it takes to be a pilot. **Grades 1 to 3.**

#### GUI06181

JUST IMAGINE: YOU'RE AN ASTRONAUT. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to

explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! In this episode, the children visit the Kennedy Space Center, Home of the Space Shuttle, and we see lots of action with real astronauts in space. **Grades 1 to 3.**

GUI06182

JUST IMAGINE: YOU'RE A BOAT CAPTAIN. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! Big boats, little boats, naval ships, cruise liners - Miss Kelly sets sail. **Grades 1 to 3.**

GUI06183

JUST IMAGINE: YOU'RE IN THE CIRCUS. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! Miss Kelly goes backstage at Ringling Bros. Barnum and Bailey Circus. She tries walking the high wire and joins the clown troupe in some wacky hijinks. **Grades 1 to 3.**

GUI06184

JUST IMAGINE: YOU'RE A COWBOY. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and



makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! Yippee Ki Yi Yay! Come on buckeroos, Miss Kelly rides the range with some real live cowboys. **Grades 1 to 3.**

#### GUI06185

JUST IMAGINE: YOU'RE A FIREFIGHTER. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! Miss Kelly visits a fire station and even goes on call with real firefighters. **Grades 1 to 3.**

#### GUI06186

JUST IMAGINE: YOU'RE A HEAVY EQUIPMENT OPERATOR. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! Bulldozers, earthmovers, backhoes, cranes – Miss Kelly puts on her hard hat & joins in some heavy construction. **Grades 1 to 3.**

#### GUI06187

JUST IMAGINE: YOU'RE AN ICE SKATER. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! From figure-eights to hockey, Miss Kelly hits the ice. **Grades 1 to 3.**

#### GUI06188

JUST IMAGINE: YOU'RE A WILD ANIMAL TRAINER. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! A professional animal trainer shows us how he gets birds, dogs, and other animals to perform amazing tricks. Plus we visit the Wildlife Waystation to learn how we can help animals that have been injured or need a home. **Grades 1 to 3.**

#### GUI06189

CAREERS IN AUTOMOTIVE RETAILING. Career and Education Network.

Note: When you think about an automobile dealership you're probably thinking about buying a car or getting one fixed. But did you ever think about working for one? Selling and repairing automobiles provides thousands of people with high paying careers but there's lots more! Managers, finance and insurance people and customer service representatives are just a few. See what two curious students found out then they went on location! You'll be surprised! Run time is 18 minutes.

#### GUI06190

CAREERS IN ARCHITECTURE AND ENGINEERING. Career and Education Network.

Note: A lot of work goes into a building before the first brick is laid or the cement is poured. From the first sketches through the final stages, find out what roles architects and engineers play in the construction of a building. Architects, site managers, CAD draftsman, interior designers, and even civil, structural, and electrical engineers explain their jobs and what preparations you can make to enter their field. Run time is 17 minutes.

#### GUI06191

CAREERS IN HEALTH CARE. Career and Education Network.

Note: The rapidly changing health care industry offers more jobs than you might imagine. This video will introduce you to jobs you would expect to find in health care and it takes you behind the scenes also. From medical careers to accounting, telecommunications, chefs, entry level opportunities and more! You'll hear first hand on how you can break into health care and start a rewarding career in this industry. Run time is 25 minutes.

#### GUI06192

#### CAREERS IN AUTOMOTIVE MANUFACTURING. Career and Education Network.

Note: You buy cars but did you ever think about building them? Manufacturing, accounting, human resources, shipping and receiving and many additional support services are just a few of the departments in a typical automotive manufacturing plant that could start you on a career path in this industry! In this video you'll hear from people on the line to the plant manager, engineers and more. Take an entry level job, have your education paid for and maybe you'll rise to Plant Manager. Its an industry full of opportunities! Check out this video, you'll be glad you did! Run time 18 minutes.

#### GUI06193

##### CAREERS IN THE PLASTICS INDUSTRY. Career and Education Network.

Note: Did you ever consider a career in plastics? Its a huge and growing industry. You're surrounded by plastics. Automobiles, TV's, CD discs, and computers - plastics are everywhere! So what careers will you find in the plastics industry? How about chemists, engineers, mold makers, laboratory analysts to name just a few? Go into plastics with a high school degree, 2 year degree or 4 year degree. You can be on your way to a rewarding life! Check out this video and check out a new career! Run time is 23 minutes.

#### GUI06194

##### CAREERS IN LAW. Career and Education Network.

Note: So your favorite TV shows are law practice programs and now you think you might be interested in pursuing a law degree. Well here is a show that might help you make up your mind. There's more opportunities available than you see on TV! Sports, real estate, medical, and international law are just a few of the industries you might work in with a law degree. In this video you will hear from judges, lawyers, law students, and professors who can help you make up your mind. Run time is 25 minutes.

#### GUI06195

##### CAREERS IN NEWSPAPER PUBLISHING. Career and Education Network.

Note: If you want to go into the newspaper business you need to be a reporter. Right? Wrong! Interviews with reporters, editors, sales people, human resources representatives, and creative designers give you an inside look. From top to bottom, front page to the classifieds, you'll see what it takes to get a newspaper out everyday. Run time is 25 minutes.

#### GUI06196

##### CAREERS IN THE ELECTRONICS INDUSTRY. Career and Education Network.

Note: Did you ever think about a career in electronics? Electronics are everywhere! The electronics industry is hot, its huge, and it needs millions of people who want rewarding and high paying careers! According to the American Electronics Association the average high tech income is nearly \$50,000! In this video you'll hear from engineers, technicians, machine operators, plant managers and even college co-op students who talk about career opportunities. Run time is 34 minutes.

GUI06197

CAREERS IN HOME BUILDING. Career and Education Network.

Note: What jobs come to mind when you think about the home building business?

Do you think about landscapers, sales managers, electricians, construction managers, or maybe being your own boss? There are more rewarding careers than you might imagine! In this video, you will meet a mother and daughter home building team, a former NFL player and high school student who earn while they learn. Run time is 26 minutes.

GUI06198

CAREERS IN THE FOOD MARKET INDUSTRY. Career and Education Network.

Note: Millions of people work in this industry and many of them enter the business right out of high school! The food market industry offers entry level positions and will train you to run multi-million dollar departments.

Run time is 20 minutes.

GUI06199

CAREERS IN BROADCASTING. Career and Education Network.

Note: Ever think about a career in broadcasting? Working in front of the camera is just one of the many jobs required to produce a TV show. Get an in-depth look at the world of broadcasting through the eyes of TV reporters, news anchors, sales people, and the creative teams that produce the shows you watch every night. Run time is 25 minutes.

GUI06200

PROBLEM SOLVING IN THE JOB WORLD. Education Associates.

Note: This video is a job retention program for adolescents and young adults who are trying to make progress in their young careers. The skills discussed in this video are designed to encourage improved interpersonal communication and experience with problem solving and conflict resolution. Three vignettes introduce students to a variety of attitudes and situations to stimulate discussion and analysis.

GUI06201

THE COMPLETE JOB SEARCH SYSTEM: FINDING A JOB. Cambridge Educational, [2001].

Note: This program discusses the myriad of ways job openings can be found using both conventional job-search methods (want ads, resumes, job applications, state and private employment services), and unconventional methods (networking, informational interviews, the Internet, yellow pages). The advantages and disadvantages of each method are discussed, with an emphasis on using all available means to ensure the widest choice of job offers. Run time is 16 minutes.

GUI06202

AN INTRODUCTION TO THE RULES OF WORK: HOW TO SUCCEED ON THE JOB. LINX Educational Publishing Inc, [2000].

Note: You've got the job, now what?! This program gives basic guidelines that will help employees at all levels develop good work habits. It uses humor along with solid information to tell how the program can help you, your employees, or students be successful on the job. Includes tips on attitude, being on time, appropriate dress, job performance, following company policies, getting along, ethical behavior, good communication, and problem solving. Run time is 31 minutes.

#### GUI06203

JUST IMAGINE: YOU'RE A RACE CAR DRIVER. Media Pro, [2000].

Note: MediaPro's exclusive "Just Imagine! Learning Program" allows children to explore some of the exciting careers about which they marvel! Someday "I Want to be a Firefighter"...How many times have you heard children repeat that line - maybe with a different occupation, but the same wistful, excited, and expectant tone? This terrific series takes a child's wish and makes it come true on video. Take children behind the scenes with our engaging host, Miss Kelly, as we escort them through a world of ideas and opportunities. Bridge the gap between aspirations and reality with these engaging, fun, and friendly virtual snapshots of many of the careers children dream about! Get ready for lots of racing action with many different types of cars, and Miss Kelly takes a spin herself. **Grades 1 to 3.**

#### GUI06204

THE COMPLETE JOB SEARCH SYSTEM: INTERVIEWING FOR A JOB. Cambridge Educational, [2001].

Note: The most intimidating and crucial part of a job search is the interview. This program covers information on how to prepare for interviews, dress, use body language to your advantage, articulate skills and abilities, answer difficult questions, and handle salary and benefits issues. The emphasis is on preparedness, and the necessity of appearing relaxed and confident in this first important step of the job-search process. Run time 20 minutes.

#### GUI06205

INFORMATIONAL INTERVIEWING: A FOOT IN THE DOOR. The School Company, [1996].

Note: This upbeat video describes how to tap the great potential of an informational interview. Informational interviews are a great way to learn about an industry, a company, a job title and more. This career resource even covers preparing for an informational interview, preliminary research to do ahead of time, and some appropriate questions to ask and some questions to avoid. This career resource is a must for today's competitive job market. Run time is 20 minutes.

#### GUI06206

REAL LIFE 101 - VOL 1: SPORTING EVENTS COORDINATOR, FUBU CLOTHING DESIGNERS, PUBLIC INFORMATION SCIENTIST. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living? Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media

Pro program profiles thirty-nine dynamic, unique and challenging careers. Volume One features Sporting Events Coordinator, FUBU Clothing Designers, and Public Information Scientist. Run time 17 mins.

GUI06207

REAL LIFE 101 - VOL 2: NASA LAUNCH DIRECTOR, SNAKE VENOM COLLECTER, FIREFIGHTER PILOT. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living?

Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers.

Volume two features NASA Launch Director, Snake Venom Collector and Firefighter Pilot. Run time is 16 minutes.

GUI06208

REAL LIFE 101 - VOL 3: NIKE SHOE DESIGNER, PARAMEDIC, MARINE SCIENTIST. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living?

Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers.

Volume three features Nike Shoe Designer, Paramedic and Marine Scientist. Run time is 17 minutes.

GUI06209

REAL LIFE 101 - VOL 4: NAVAL EXPLOSIVES EXPERT, RIDE SAFETY ENGINEER, DENTIST. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living?

Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers.

Volume four features naval explosives expert, ride safety engineer and dentist. Run time is 19 minutes.

GUI06210

REAL LIFE 101 - VOL 5: HELICOPTER PILOT, NBA COLOR ANALYST/SPORTS ANNOUNCER, PROFESSIONAL BASEBALL MANAGER. Media Pro.

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living?

Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers.

Volume five features helicopter pilot, NBA color analyst/sports announcer, professional baseball manager. Run time is 17 minutes. 2001

GUI06211

REAL LIFE 101 - VOL 6: NATIONAL PARK GUIDE, HAIR STYLIST, ANIMAL TRAINER. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of

fascinating people to see what it's like to do what they do for a living?  
Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers.  
Volume six features national park guide, hair stylist, and animal trainer.  
Run time is 16 minutes.

#### GUI06212

REAL LIFE 101 - VOL 7: FASHION DESIGNER, SPECIAL EFFECTS ARTIST, INTERIOR DESIGN. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living?  
Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers.  
Volume 7 features fashion designer, special effects artist and interior designer. Run time is 16 minutes. 2001

#### GUI06213

REAL LIFE 101 - VOL 8: WHITEWATER RAFTING INSTRUCTOR/GUIDE, MOTORCYCLE MECHANIC, FIREFIGHTER. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living?  
Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers.  
Volume 8 features whitewater rafting instructor/guide, motorcycle mechanic and firefighter. Run time is 18 minutes.

#### GUI06214

REAL LIFE 101 - VOL 9: PHOTO JOURNALIST, STEREO TECHNICIAN, POLICE OFFICER. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living?  
Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers.  
Volume nine features photo journalist, stereo technician and police officer.  
Run time is 14 minutes.

#### GUI06215

REAL LIFE 101 - VOL 10: PROFESSIONAL CHEF, TOOL SALESMAN, CARTOONIST. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living?  
Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers.  
Volume ten features professional chef, tool salesman and cartoonist. Run time is 17 minutes.

#### GUI06216

REAL LIFE 101 - VOL 11: RECREATIONAL ENTREPRENEUR, ORGANIC BIOLOGIST,

ZOOLOGIST. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living? Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers. Volume eleven features recreational entrepreneur, organic biologist, zoologist. Run time is 13 minutes.

GUI06217

REAL LIFE 101 - VOL 12: LEGO SCULPTURE DESIGNER, PYROTECHNICIAN, PERSONAL TRAINER. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living? Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers. Volume twelve features lego sculpture designer, pyrotechnician, and personal trainer. Run time is 15 minutes.

GUI06218

REAL LIFE 101 - VOL 13: UNDERWATER WELDER, EXTERMINATOR, LIFEGUARD/RECREATION MANAGER. Media Pro, [2001].

Note: This acclaimed, exciting and informative program steps into the lives of fascinating people to see what it's like to do what they do for a living? Hosted by engaging, spirited, and energetic teenagers, this 13-volume Media Pro program profiles thirty-nine dynamic, unique and challenging careers. Volume thirteen features underwater welder, exterminator, and lifeguard/recreation manager. Run time is 19 minutes.

GUI07000

CONSTRUCTION TRAINING: WORKING IN AMERICA.

Note: This video presents many opportunities available in the construction field beginning with apprenticeship training.

GUI07001

CAREERS FOR THE 21ST CENTURY: AUTOMOBILE DESIGNER/MECHANIC.

Note: This video follows an automobile designer and a mechanic throughout their work day. Learn what they do, what they like and dislike about their work, what education and training are required, the employment outlook and projected earnings. Run time is 15 minutes.

GUI07002

TECHNOLOGY OCCUPATIONS. Junior Engineering Technical Society.

Note: This video show various occupations in technology including: drafting, plastics technology, computer sciences, electronics technician, computer programmer analyst and tool builder. Run time is 68 minutes.

GUI07003

I CAN'T BELIEVE I SAID THAT: INTERVIEW TIPS. The School Company.



Note: This CD-ROM program will help take away the fear and teach how to be prepared for almost anything in an interview. Students will learn why self assessment is a foundational part of interview preparation. Other concepts include interview etiquette, do's and don'ts, dressing appropriately, and the typical interview process. This CD-ROM helps to provide the tools and skills to be confident and knowledgeable in an interview. Reproducible worksheets are included.

#### GUI07009-A

##### INTERVIEWS: GETTING IN THE DOOR.

Note: A corporate interviewer presents tips on preparing for the screening interview. Appearance, personal presentation, and mental preparation are thoroughly examined. Excerpts from interviews bring the process to life. Run time is 53 minutes.

#### GUI07009-B

##### WRITING A COVER LETTER. BERGWALL, [1994].

Note: This video presents letter and envelope formats and discusses letter styles. Run time is 22 minutes.

#### GUI07010

##### WRITING A RESUME. BERGWALL, [1994].

Note: This video shows how to select a resume format, lists basic components, and examines the draft and final resume. Run time is 19 minutes.

#### GUI07011

##### SUCCEEDING AT JOB INTERVIEWS. BERGWALL, [1994].

Note: This video presents practical ways to prepare for the interview process and describes sure-fire follow-up methods. Run time is 17 minutes.

#### GUI07012

##### PAUL HASTINGS. NETWORKING. BERGWALL, [1999].

Note: This video describes what networking specialists do on the job. It explains the rewards and identifies the skills and training needed to perform the job. Run time is 20 minutes.

#### GUI07013

##### WHEN CAN YOU START? Indianapolis IN: JIST Works, Inc, [1998].

Note: This video helps young people get job offers faster by having others share their real job search experiences and tips and by asking employers what they look for in the youth they hire. Run time is 20 minutes.

#### GUI07014

##### SUMMER AND PART-TIME JOBS- THEY'RE NOT JUST JOBS. Indianapolis IN: JIST Works Inc, [1998].

Note: This video challenges the viewer to find jobs that do more than earn a

paycheck. It points out that every job, part-time or otherwise can affect the rest of life and gives a great head start to future career success. Run time is 25 minutes.

#### GUI07015

##### TAKING CONTROL OF YOUR WORKDAY: VOLUME 1.

Note: This three tape series walks the viewer through step-by-step on how to prioritize their work load using a daily planner to help with time management. Run time on each tape is approximately 1 hour.

#### GUI07016

##### TAKING CONTROL OF YOUR WORKDAY: VOLUME 2.

Note: This three tape series walks the viewer through step-by-step on how to prioritize their work load using a daily planner to help with time management. Run time on each tape is approximately 1 hour.

#### GUI07017

##### TAKING CONTROL OF YOUR WORKDAY: VOLUME 3.

Note: This three tape series walks the viewer through step-by-step on how to prioritize their work load using a daily planner to help with time management. Run time on each tape is approximately 1 hour.

#### GUI07018

##### THE BEST KEPT SECRET: EARN WHILE YOU LEARN. [1999].

Note: This program discusses how you can be a part of an apprenticeship program and earn money while you learn the trade. The program focuses on the training and job opportunities involved with apprenticeships and journeymen. Run time is 12 minutes.

#### GUI07019

##### JOB SURVIVAL SKILLS- IT'S A JUNGLE OUT THERE. Jist. 1997

Note: This 19-minute humorous video presents the most common reasons people lose jobs- and provides tips on how to avoid them. It presents techniques employers suggest to earn promotions and pay increases. Run time 19 minutes.

#### GUI07025

##### INTERVIEWING TIPS FOR TEENS. Videos for the Classroom.

Note: Interviews can be intimidating! This excellent video shows students how to dress for interviews, deal with stress, sell themselves, follow up, and most importantly, exhibit self-confidence. This high-energy program is excellent for any career oriented instruction. Run time is 22 minutes.

#### GUI07027

##### PART-TIME JOBS FOR TEENS. Videos for the Classroom.

Note: This informative program show students how to get the most out of a part-time job. From developing a solid work ethic to mastering time management, teenagers gain a wide array of life skills. They will learn about a variety of job opportunities, including retail, office and entrepreneurial ventures.

Run time is 25 minutes.

GUI07028

YOUR POTENTIAL IS HUGE. [01/01/95].

Note: Many people begin with nothing and then develop their skills, leading to great achievements. You don't have to be a genius, you just have to be disciplined to make a successful school-to-work transition. Also, it stresses the fact that money is not good or bad, money is neutral, and that you can be happy if you are reaching your full potential. Run time 12 mins.

GUI07029

SCHOOL TO CAREERS. SYNDISTAR, INC, [1996].

Note: This video explains the goal of a school-to-careers program, which is to give young people the knowledge, foresight and skills to find a rewarding occupation in today's career world. The three main components of this program are the school-based learning program, the work-based learning program and connecting activity programs. Run time is 10 minutes.

GUI07030

BENEFITS TO BUSINESS. SYNDISTAR, INC, [1996].

Note: This video clearly states that businesses can both contribute to and greatly benefit from a school-to-work careers program designed to train and educate the workers of tomorrow. This video gives practical application tips for business participation and states the long-term benefits this program will have for both businesses and the workers of tomorrow. Run time is 10 minutes.

GUI07031

NO BRAINERS VIDEO GUIDES TO LIFE - INTERVIEWING: GETTING READY. Cerebellum Corporation, [2002].

Note: If you're hunting for a new job, you probably already know that solid interviewing skills are essential. The Standard Deviants help you hone your interview I.Q. They'll show you how to prepare for an interview through research and practice. You'll also learn about the different types of interviews, from meal-time interviews to panel interviews. Run time 26 minutes.

GUI07032

NO BRAINERS VIDEOS GUIDES TO LIFE - INTERVIEWING: PUTTING YOUR BEST FOOT FORWARD. Cerebellum Corp, [2002].

Note: Do job interviews make you nervous? Are your interviewing skills a bit rusty? In either case, the Standard Deviants help you conquer the anxiety and snag that job you really want. They'll guide you through the interviewing process, from getting the interview on time to accepting an offer. You'll learn about communicating your message and understanding the interviewer.

GUI07033

THE TOUGH NEW LABOR MARKET AND WHAT IT TAKES TO SUCCEED. Jist Publishing,

Note: With a documentary-style approach, this video illustrates the impact of

labor market changes on finding, keeping, and changing jobs while presenting solid advice for today's job seekers and career changers. The trends come alive in interviews with labor market experts, as well as with those whose jobs have changed as a result of these trends. Viewers will learn how to meet the challenges of today's ever-evolving workplace with Mike Farr's practical and proven career planning techniques. Run time 27 mins. 2000.

#### GUI07034

YOU DO HAVE EXPERIENCE! HOW TO IDENTIFY, PROVE AND IMPROVE YOUR SKILLS. Jist Publishing, [1999].

Note: This video traces the path of four friends - with four different backgrounds and goals for the future - that are in search of that elusive "first job". What they learn along the way is that their various life experiences have supplied them with plenty of "first job" skills and abilities. Run time is 22 minutes.

#### GUI07035

SKILLS IDENTIFICATION. Jist Works, Inc, [2000].

Note: Ideal for job seekers of all ages, this video helps viewers understand what skills are, identify the skills they possess, and clarify which skills are most important in today's competitive job market. In a short, informative presentation, viewers learn to: create a skills database from work, leisure, volunteer, and life experiences; present skills effectively in resumes and interviews and set a path for the future based on the skills they possess. Run time is 13 minutes.

#### GUI07036

NO BRAINERS VIDEO GUIDES TO LIFE - RESUMES & COVER LETTERS PROGRAM 1: BASIC LAYOUT. Cerebellum Corporation, [2002].

Note: In this video, you'll find out how to get an express ticket to a job interview. The Standard Deviants start with the basics, and then cover a resume from top to bottom. From the big picture to the little details, you'll find out the best ways to sell yourself to potential employers. Run time is 26 minutes.

#### GUI07037

TECHNOLOGY IN THE WORKPLACE. Curtis & Associates, Inc.

Note: This video highlights the major roles technology is playing in nearly all sectors of the changing work world. The 25-minute video, appropriate for middle and high school audiences, focuses on the skills students will need in the workplace of tomorrow and connects these skills back to the classroom curriculum.

#### GUI07038

POSITIVE ATTITUDES: SUCCESS IN GETTING A JOB. Education Associates.

Note: This video program which presents the importance of a positive attitude in getting a job. Viewers are instructed that a positive attitude is communicated through such areas as grooming, preparation, verbal skills and

body language. Viewers are encouraged to assess their own attitudes and how they are communicated as the first steps toward success. This 18 minute video is presented in four segments. After each segment, the tape is to be stopped for questions and class discussion provided in the accompanying Teacher's Guide. Through observing an employer's interviewing experiences on the video, the class will discover that people are not always prepared to present a positive attitude and the consequences. The class will evaluate the applicants in the scenarios based on an applicant rating system. In addition, group activities and assessment tasks are provided.

#### GUI07039

GOOD APPEARANCE IN THE INTERVIEW. Education Association.

Note: This video program is designed to increase the viewer's awareness of the importance of good grooming and a good appearance during the job interview. Viewers are encouraged to understand that employers often make a first impression that a well groomed, neat appearance signifies a worker who will be conscientious about job performance. This 16 minute video presents tips for good personal hygiene. In addition, also discussed are proper clothing to wear to an interview as well as clothing to avoid wearing to interviews. Also discussed is the fact that care should be taken in developing resumes and completing job applications since they also make an impression based on their appearance.

#### GUI07040

WRITING YOUR WAY UP THE JOB LADDER. Education Association.

Note: This video is designed to provide an awareness of the importance of good written communication skills both in getting and keeping a job. Areas covered include developing resumes, writing letters of application, writing business letters and memos and using effective writing skills. The viewer is encouraged to learn the ways to develop effective written communications that motivate the reader to react favorably to what is written. Stresses being concise, positive and using good grammar and spelling skills.

#### GUI07041

INTERVIEWS THAT WIN JOBS. Education Associates.

Note: The interview is the most important phase of the job search process - the time to win or lose the job! This video is designed to increase the viewer's skills in order to win a job. This 18 minute video follows a community education class in which people of different ages are preparing for interviews. The video is broken into segments dealing with competencies including being prepared, opening the interview, answering common questions, what employers look for, knowing one's legal rights, ending tips for winning the job, and following up the interview.

#### GUI07042

A DROPOUT'S LIFE: GO BACK FOR YOUR FUTURE. Education Associates.

Note: Unemployment, lower lifetime earning potential and unskilled jobs. This is what the future looks like for a dropout. The action follows two teens as they encounter difficulties after making their decisions to drop out, including lack of job positions and employers' negative impressions of

dropouts. After some sound advice from an "ex-dropout", they decide it's best for their future to drop back in. Discussion questions and activities are provided in the accompanying Teacher's Guide.

#### GUI07043

LEARN PUBLIC SPEAKING. Cerebellum Corporation, [2000].

Note: The Standard Deviants DVD's are the perfect way to learn and review at your own pace - all at the touch of a button! The Standard Deviants combine cutting-edge technology, award-winning educational material and a troupe of young actors and comedians. Everything you need to learn is at your fingertips. Recommended for junior high, high school, college and beyond. Runs 60 minutes.

#### GUI07044

QUICK TIPS TO NO CHILD LEFT BEHIND: STATEWIDE ASSESSMENT SKILLS SERIES. The Princess Co., by The School Co. [2003]

Note: This is a 13 tape video series that concentrates on the assessment skills necessary in NO CHILD LEFT BEHIND. It is a Four Part Series:

1. Test Reading Comprehension, includes reading strategies in content areas, supportive details, literary devices, and analyzing current themes in literature.
2. Mastering Test Writing Skills, includes organizing and writing effective essays, the writing process, and internet research techniques.
3. Critical Listening and Speaking Skills, includes observation skills, improving comprehension, and then analyzing communications.
4. Awesome Test Taking Skills, includes how to dissect a test question, tricks for improving test scores, conquering test anxiety, and involving parents in test taking success. Avg. run time per tape is only 7 – 8 minutes each.

#### GUI08000

LIFE OR STRIFE: BALANCING WORK AND FAMILY. The School Company.

Note: This CD-ROM program uses one-of-a-kind video footage, powerful text and captivating exercises to add relevance and understanding to the balancing act. Viewers learn what businesses are doing to support their employees with programs such as flex-time schedules, and home offices.

#### GUI09026

THE POWER OF CHOICE: DRUGS AND ALCOHOL PART I.

Note: Comedian/teen counselor Michael Pritchard toured the U.S. to talk with high school students about how to make choices in life. The TV cameras followed him to 26 cities as he thrilled high school audiences with unusual comedy about growing up and led groups of students in exciting brainstorming sessions about problems that affect their lives. They talked, they laughed, they argued, they cried, and they learned a lot--mostly from each other. The result is this scintillating television series exploring the challenge of making positive choices in a complicated world.

#### GUI09027

THE POWER OF CHOICE: DRUGS AND ALCOHOL PART II.

Note: Comedian/teen counselor Michael Pritchard toured the U.S. to talk with high school students about how they make choices in life. The TV cameras followed him to 26 cities as he thrilled high school audiences with unusual comedy about growing up and led groups of students in exciting brainstorming sessions about problems that affect their lives. They talked, they laughed, they argued, they cried, and they learned a lot--mostly from each other. The result is this scintillating television series exploring the challenge of making positive choices in a complicated world.

GUI09028

THE POWER OF CHOICE: DRINKING AND DRIVING VOLUME 7.

Note: Comedian/teen counselor Michael Pritchard toured the U.S. to talk with high school students about how to make choices in life. The TV cameras followed him to 26 cities as he thrilled high school audiences with unusual comedy about growing up and led groups of students in exciting brainstorming sessions about problems that affect their lives. They talked, they laughed, they argued, they cried, and they learned a lot--mostly from each other. The result is this scintillating television series exploring the challenge of making positive choices in a complicated world.

GUI09029

THE POWER OF CHOICE: SEX VOLUME 8.

Note: Comedian/teen counselor Michael Pritchard toured the U.S. to talk with high school students about how to make choices in life. The TV cameras followed him to 26 cities as he thrilled high school audiences with unusual comedy about growing up and led groups of students in exciting brainstorming sessions about problems that affect their lives. They talked, they laughed, they argued, they cried, and they learned a lot--mostly from each other. The result is this scintillating television series exploring the challenge of making positive choices in a complicated world.

GUI09030

THE POWER OF CHOICE: FRIENDSHIP AND DATING VOLUME 9.

Note: Comedian/teen counselor Michael Pritchard toured the U.S. to talk with high school students about how to make choices in life. The TV cameras followed him to 26 cities as he thrilled high school audiences with unusual comedy about growing up and led groups of students in exciting brainstorming sessions about problems that affect their lives. They talked, they laughed, they argued, they cried, and they learned a lot--mostly from each other. The result is this scintillating television series exploring the challenge of making positive choices in a complicated world.

GUI09031

THE POWER OF CHOICE: DEPRESSION AND SUICIDE VOLUME 10.

Note: Comedian/teen counselor Michael Pritchard toured the U.S. to talk with high school students about how to make choices in life. The TV cameras followed him to 26 cities as he thrilled high school audiences with unusual comedy about growing up and led groups of students in exciting brainstorming

sessions about problems that affect their lives. They talked, they laughed, they argued, they cried, and they learned a lot--mostly from each other. The result is this scintillating television series exploring the challenge of making positive choices in a complicated world.

#### GUI09032

##### THE POWER OF CHOICE: COMMUNICATING WITH PARENTS VOLUME 11.

Note: Comedian/teen counselor Michael Pritchard toured the U.S. to talk with high school students about how to make choices in life. The TV cameras followed him to 26 cities as he thrilled high school audiences with unusual comedy about growing up and led groups of students in exciting brainstorming sessions about problems that affect their lives. They talked, they laughed, they argued, they cried, and they learned a lot--mostly from each other. The result is this scintillating television series exploring the challenge of making positive choices in a complicated world.

#### GUI09033

##### THE POWER OF CHOICE: RAISING YOUR PARENTS VOLUME 12.

Note: Comedian/teen counselor Michael Pritchard toured the U.S. to talk with high school students about how to make choices in life. The TV cameras followed him to 26 cities as he thrilled high school audiences with unusual comedy about growing up and led groups of students in exciting brainstorming sessions about problems that affect their lives. They talked, they laughed, they argued, they cried, and they learned a lot--mostly from each other. The result is this scintillating television series exploring the challenge of making positive choices in a complicated world.

#### GUI09034

##### CHOICES AND CONSEQUENCES. Aims.

Note: This program portrays how parents and professionals working together can use intervention to deal effectively with teenagers who are using alcohol or other drugs. Run time is 33 minutes.

#### GUI09035

##### DECISIONS, DECISIONS, WHAT'S A TEENAGER TO DO.

Note: This program discusses the three steps in making a sound decision and emphasizes that having a clearly defined and understood set of values can make decisions easier to make. The program discusses the decisions teenagers face in high school such as: college or career choice; whether to get involved in drugs, drinking, or sex and whether to study or have fun. Run time is 22 minutes.

#### GUI09037

##### CHILDREN OF THE NIGHT: THE LOST ONES. [01/01/94].

Note: This video begins by showing viewers that they aren't alone and encouraging them to find methods to work out their problems other than running away. Viewers learn what homeless kids do to survive -- dealing drugs, panhandling, prostitution -- survival techniques typical among runaways. Viewers are warned about the addictiveness of life on the streets and how difficult it is to get away once the street habit has become a way of life. Through the real-life experiences of runaways and those who help



them survive, viewers learn that turning to the streets should be their last alternative. Run time is 35 minutes.

#### GUI09038

HIV/AIDS: IT WON'T HAPPEN TO ME...OR WILL IT? [01/01/94].

Note: One out of every 250 people is HIV positive. This and other chilling facts serve as a backdrop for this excellent discussion triggering video. This video includes high-lighted segments with HIV-infected young people who explain why denial and lack of information can be fatal. In a startling ending, Jason and Andrea reveal their own reasons for wanting to spread their message: wake up and take responsibility, get informed about HIV/AIDS, and don't ignore the facts. Run time is 17 minutes.

#### GUI09039

UPDATE: SEXUALLY TRANSMITTED DISEASES (STD'S) [01/01/95].

Note: This video deals with the steady rise in the number of teenagers contracting sexually transmitted diseases. The program presents up-to-the-minute, detailed facts about common sexually transmitted diseases and their symptoms and treatment. Instructor's guide included. Run time 28 minutes.

#### GUI09042

STARTING OVER: THE LONG ROAD BACK. [01/01/94].

Note: Starting Over focuses on the future to help kids who cannot go home realize and consider their options. Viewers hear advice from runaways who have dropped out of school and are struggling to get off the streets, off drugs, and out of prostitution. Residents and counselors at homeless shelters paint a vivid picture of life at the shelter—the rules they enforce, the assistance they provide, and the success they have in helping teens overcome their problems. Out-reach workers and counselors disuses the alternatives that are available and help those with no hope, those with jail records, and those trapped by drugs and/or prostitution see that there are ways to start their lives over, get off the streets, and on with the rest of their lives. Run time is 35 minutes.

#### GUI09043

"THIS AIN'T NO DRESS REHEARSAL" - ABSTINENCE FOR TEENS. [01/01/96].

Note: This video program delivers a powerful abstinence message. Using humor and old film clips, Dr. John Young tells students there is "no dress rehearsal" for life or sex. Speaking before an audience of rapt teenagers, Dr. Young explains how the most prevalent STDs among teens are contracted and the serious medical problems and emotional turmoil these diseases can precipitate. Young people who have sexually transmitted diseases offer poignant insights into why they chose to get sexually involved and how their disease has affected their life. An instructor's guide is included. Runs 27 minutes.

#### GUI09045

LOVE IN THE DARK AGES. [01/01/97].

Note: This video dramatizes the need for sexual responsibility among teenagers who are at risk of contracting sexually transmitted diseases and becoming

pregnant. In telling how a high school couple's romance is complicated by a sexually transmitted disease, this candid drama confronts the realities of teen sexuality with an insightful, thought-provoking perspective on the issues of sexual responsibility and the reasons why young people should wait. Run time is 30 minutes.

#### GUI12002

CHOOSING A CAREER THAT'S RIGHT FOR YOU. BERGWALL, [1994].

Note: This video presents career planning aspects, examines two major steps for choosing a path, and encourages analysis of interests. Runs 19 minutes.

#### GUI12003

NEW PLACES TO LOOK FOR JOBS: TECHNOLOGY AND THE 21ST CENTURY. The School Co, [1993].

Note: This video highlights the workplace of the future with all its technological gadgetry. The worker of the future needs to be willing to learn and update technology-oriented skills continuously. High demand careers are briefly presented along with an emphasis on small business opportunities. Specific economic trends are presented including the increasingly important role part-time employment is playing in our economy. This show is a super way to start the career planning/job search process.

#### GUI12004

CAREERS: YOU'RE IN THE DRIVER'S SEAT, MAPPING YOUR CAREER PLAN. Meridian Education Corporation, [2000].

Note: The strategies and examples presented in the two-part video series are intended to move students onto and along the path of career exploration.

#### GUI12005

CAREERS: YOU'RE IN THE DRIVER'S SEAT TRACKING YOUR INTERESTS AND ABILITIES. Meridian Education Corporation.

Note: The strategies and examples presented in the two-part video series are intended to move students onto and along the path of career exploration.

#### GUI12006

EXPLORING CAREERS: WHAT'S RIGHT FOR YOU? A Houghton Mifflin Company.

Note: This program stresses that people who are happy and successful at work most often are pursuing careers that match their personality type. The Holland Hexagon is used to help students identify their personality type and discover careers that draw on their strengths. It explores a variety of career fields with emphasis on those with the greatest job potential in the 21st century.